

URBAN/MUNICIPAL

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1992

Agendas/minutes of the
Finance and Administration
Committee of Council

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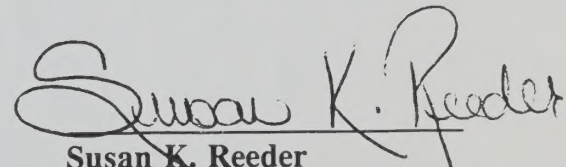
1992 May 1st

URBAN MUNICIPAL
MAY - 5 1992
GOVERNMENT DOCUMENTS

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1992 May 7th
9:30 o'clock a.m.
Room 233, City Hall


Susan K. Reeder
Secretary

A G E N D A

1. **CONSENT AGENDA**

2. **HAMILTON PUBLIC LIBRARY BOARD**

Feasibility Study for an Archive of Municipal Records.

3. **DIRECTOR OF CULTURE AND RECREATION**

Ontario Recreation Forum Conference.

4. **CITY SOLICITOR**

Requested Information Report - Regulation of the Sale of Glue.

5. **ALDERMAN D. ROSS**

Showcase for Ridge Raiders Drum and Bugle Corps Trophies.



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6. **RESOLUTIONS**

Town of Tillsonburg - (a) Cross-border shopping.
(b) Industrial waste.

7. **MAYOR MORROW**

Civic Welcome and Luncheon for Roberta Bondar.

8. **DIRECTOR OF PROPERTY**

- (a) LaSalle Park Pavilion - Structural Feasibility Study - Request for Funding from the City of Burlington.
- (b) Ontario Hydro Lighting Retrofit Proposal - City Hall Property Department Space - 1st Floor.

9. **ACTING TREASURER**

- (a) Hamilton S.P.C.A. - Provision for funding office equipment, motor vehicle, computers, etc.
- (b) Replacement of mobile equipment in 1992.

10. **PROPERTY/TAXATION STEERING COMMITTEE**

Optional Pre-authorized Residential Property Tax Payments (a brief presentation will be given).

11. **COMMISSIONER OF HUMAN RESOURCES**

- (a) Information Report - Discrimination/Harassment Training Brochures and Posters.
- (b) Policy against discrimination and harassment.

12. **COMMISSIONER OF HUMAN RESOURCES AND FIRE CHIEF**

Fire Recruiting.

13. CITY CLERK

Advertising Space request - Mohawk College 25th Anniversary Celebration.

14. ENGLISH LANGUAGE SUB-COMMITTEE

Clarification of Terms of Reference - English Language Sub-Committee.

15. PRIVATE AND CONFIDENTIAL AGENDA

16. OTHER BUSINESS

17. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
- (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 March 22 (presently under review by Treasurer).
2. Street Vendors Program - Examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending from Manager, Licensing Division.
3. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
4. Steel City Flea Market - Flea Market By-law #87-234-Report pending for Manager of Licensing.
5. Review Civic Awards regulations to include recognition of cultural achievements (1992 January 09). Staff report pending.
6. H.S.P.C.A. to report back on possible amendments to existing legislation to improve power to confiscate vicious animals - 1992 January 23.
7. Windermere Basin 1992 February 06 - Status report pending from City's Appointee to Hamilton Harbour Commissioners.
8. Theatre Terra Nova - Reduction in monthly mortgage payments - Referred back by City Council 1992 February 25.
9. Proposed By-law to Regulate the Sale of Tobacco to Minors - Report Pending from City Clerk - 1992 February 20.
10. Review process for repossessing properties for outstanding taxes - Requested by Alderman Copps in letter dated 1992 February 28 to Acting Treasurer.
11. Caretaking Services at various Recreation Centres - 1992 March 5 - Report referred back to staff for further review.

12. Up-date on Vehicle Fleet Leasing Proposals - 1992 March 5 - Report from Acting Treasurer pending.
13. Report - Tendering the City's Insurance Portfolio.
14. Information Report - Manager of Purchasing - City's Energy Lightbulb Programme - requested 1992 March 26.
15. Report - Building Commissioner - Rationale of Development Charges on 84 Birmingham Street - 1992 April 9 meeting.
16. Report - Director of Property - proposed policy on display of plaques, posters, memorabilia, etc. - 1992 April 23 meeting.
17. Report - Acting Chief Administrative Officer - Hamilton Steelers rental arrears - 1992 April 23 meeting.
18. Report - City Clerk - costs incurred as a result of the use of City Hall facilities by outside groups.

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1992 MAY 7TH

CONSENT AGENDA

URBAN MUNICIPAL
MAY 10 1992
GOVERNMENT DOCUMENTS

A. **ADOPTION OF THE MINUTES**

Minutes of the regular meeting held Thursday, 1992 April 23rd.

B. **COMMISSIONER OF HUMAN RESOURCES**

- (i) Increase in Stipend - City Doctor - Firefighters.
- (ii) Staffing Classification - Traffic Services Department.

C. **HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

Appointment of member to the Advisory Committee on Equitable Representation on Committees, Boards, Commissions.

D. **ACTING TREASURER**

- (i) 1992-2001 Capital Budget Program - Chedoke Mountain Steps - Project No. 126.0.
- (ii) Funding - proposed construction of sidewalks as local improvements on Upper Paradise Road, south of Stone Church Road.
- (iii) Funding - additional cost for the construction of municipal services on Fieldway Drive, Millwood Place, and a Public Walkway.
- (iv) Funding - Blossom Estates Subdivision.
- (v) Replacement of Office Equipment - Building Department.

E. **MANAGER OF PURCHASING**

Renovate pool filtration systems - Jimmy Thompson Memorial Pool, King Street East.

F. MANAGER OF PURCHASING & DIRECTOR OF PROPERTY

Maintenance Contract for Honeywell Controls - Hamilton Place, Hamilton Convention Centre, Copps Coliseum.

G. CITY CLERK

- (i) Civic Awards - Blessed Sacrament Minor Bantam Basketball Team.
- (ii) Display of Art Work - Westdale Secondary School.
- (iii) Boy Scout and Girl Guide Annual Parade.
- (iv) Croatian Democratic Union of Hamilton - Wentworth Peace Rally.
- (v) Use of City Hall Forecourt by Hamilton Veterans Committee - 1992 June 14 for Decoration Day Parade.
- (vi) Kinette Club of Hamilton - Proud to be Canadian Tour.
- (vii) Special Occasion Permit - Mordomia de St. John Day - Portuguese Community.
- (viii) Special Occasion Permit - St. Mary's Portuguese Parish (Portuguese Congregation) Summer Festivities.

Thursday, 1992 April 23
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman D. Drury
Alderman G. Cops
Alderman T. Anderson
Alderman V. Agro

A.

Regrets: Alderman T. Cooke - City Business
Alderman D. Agostino - City Business

Also present: Alderman W. McCulloch
Alderman D. Wilson
Alderman F. D'Amico
Alderman F. Eisenberger
Alderman B. Morelli
J. Pavelka, Acting Chief Administrative Officer
R. Hammel, Acting City Treasurer
B. Lampman, Deputy Building Commissioner
C. York, Arts Co-Ordinator
J. Hindson, Director of Information Systems
B. Snetsinger, H.E.C.F.I.
J. Fardell, Regional Tourism and Convention Manager
D. Carson, Mayor's Office
K. Nutley, Real Estate Division, Property Department
P. Noé Johnson, City Solicitor
D. Vyce, Director of Property
Susan K. Reeder, Secretary

A G E N D A

9:30 O'CLOCK A.M.

1. DELEGATION

Levy requirements for 1992

(a) The Hamilton Board of Education.

Mr. Keith Reilly, Director, Hamilton Board of Education, Miss Margaret Cunningham, Chairman of the Board, Mr. Paul Shewfelt, Superintendent of Finance and Treasurer, Hamilton Board of Education were in attendance to speak to their letter of request respecting the levy requirements for 1992.

Miss Cunningham spoke to the Committee and expressed her appreciation for giving them the opportunity to speak. She made mention of the possibility of sharing duties on such issues as Race Relations which both organizations are involved in. She also briefly addressed the impact they have had as a result of Provincial cutbacks.

General discussion then ensued between members of the Finance and Administration Committee and the representatives from the Hamilton Board of Education. Topics addressed in this general discussion were issues such as encouraging the Board of Education to look at providing grants to facilities like the Art Gallery which are used by students, development of the Board's Parking Lot, joint use of present school facilities for Community use, and the Caretaking issue.

Following the discussion it was agreed that the Acting Chief Administrative Officer should meet with staff of the Board of Education to discuss the following concerns:

- (a) merging of janitorial costs;
- (b) Item raised by a Trustee on school traffic officers and added school patrol officers on the school grounds; and,
- (c) payments of levies from quarterly to monthly and the impact that has on the City.

Following this the Committee agreed to receive the correspondence from the Board of Education dated 1992 April 10, respecting the Levy Requirements for 1992 for the Hamilton Board of Education.

(b) The Hamilton-Wentworth Roman Catholic Separate School Board

Mr. Steve Simon, Superintendent of Finance, was in attendance to speak to their letter of request dated 1992 April 16, respecting the 1992 Levy Requirements. Mr. Simon expressed regrets of the Trustee's Chairman and the Director due to their previous commitments.

The Chairperson requested an update on the land exchange to be made between the City of Hamilton and the Separate School Board with respect to the H.S.R. grounds and Mr. Simon indicated that this is a future matter being discussed. Mr. Simon also advised that they are presently in the process of drafting their budget and added that any common items between the Boards such as the installments of levy payments should also be discussed with their Board as well in accordance with the past tradition.

The Committee then agreed to receive the correspondence from the Hamilton-Wentworth Roman Catholic Separate School Board dated 1992 April 16, respecting the Levy Requirements for 1992.

2. CONSENT AGENDA

Alderman Copps requested that the following items be removed from the Consent Agenda for discussion:

Sections: B.(a) & (b); C.(e); D.(b); F.(a); and H.(a)

The Committee then approved the following remainder items on the Consent Agenda:

A. ADOPTION OF THE MINUTES

The Committee was in receipt of the minutes of their Regular meeting held 1992 April 9th and a Special meeting 1992 April 14th and approved these minutes as circulated.

C. ACTING TREASURER

- (a) Arrangements for presentation - Distinguished Budget Presentation Award - The City of Hamilton for 1991.

The Committee agreed to receive the information report from the Acting Treasurer dated 1992 April 15, respecting the above-noted matter which indicates that arrangements will be made for the Mayor to receive the Distinguished Budget Presentation Award at a future City Council meeting.

- (b) By-law - Levy of taxes on Bell Telephone Company of Canada.

The Committee agreed to adopt a By-law to levy an annual tax on Telephone Companies doing business in Ontario respecting the Bell Telephone Company of Canada.

- (c) 1992 Business Improvement Area Levy By-laws.

The Committee agreed to approve the 1992 Levy By-laws for the following 7 Business Improvement Areas in the City of Hamilton:

<u>Business Improvement Areas</u>	<u>1992 Levy</u>
Barton Street East #1	5,000.00
Westdale	25,000.00
International Village	59,360.00
Ottawa Street North	85,000.00
Concession Street	8,425.00
Downtown Promenade	199,000.00
Main Street West	4,000.00

- (d) Funding - Orchard Park Estates Addition Subdivision.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 8, and approved the following:

That as referred to in Section 18 of the Fifth Report of the Finance and Administration Committee adopted by City Council 1992 April 14, the City's share of services for "Orchard Park Estates Addition" subdivision in the amount of \$4,175. be financed from the Reserve for City's Share of Services through Unsubdivided Lands, Account Centre No. CH00107.

D. CITY CLERK

- (a) Use of City facilities - Hamilton AIDS Network for Dialogue and Support (HANDS).

The Committee was in receipt of a report from the City Clerk dated 1992 April 3, respecting the above-noted matter and approved the following:

- (a) That the Hamilton AIDS Network for Dialogue and Support be granted permission to use the City Hall forecourt and related equipment on Sunday, 1992 May 24 from 12:00 noon until approximately 4:30 p.m. to begin a 10 km. Walk-a-thon and end with a barbecue for walkers and volunteers.

- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(c) Otigheim Orchestra Canadian Tour.

The Committee was in receipt of a report from the City Clerk dated 1992 April 15, respecting the above-noted matter and approved the following:

That the Otigheim Orchestra Canadian Tour be granted permission to use the City Hall forecourt and related equipment on Wednesday, 1992 July 22 at 12:00 noon to present a concert.

(d) Use of Council Chambers - Ontario Building Officials Association.

The Committee was in receipt of a report from the City Clerk dated 1992 April 15, respecting the above-noted matter and approved the following:

That approval be given to the action taken by the City Clerk in authorizing the Ontario Building Officials Association to hold a meeting in the Council Chambers on Thursday, 1992 April 23 from approximately 7:00 - 10:00 p.m.

E. COMMISSIONER OF HUMAN RESOURCES

(a) Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 April 15, respecting the above-noted matter and approved the following:

That the listing of Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to 1992 April 14, attached herewith and marked Appendix "A", be approved.

F. KEEP HAMILTON CLEAN COMMITTEE

(b) Pitch-In Week Proclamation.

The Committee was in receipt of a report from the Secretary of the Keep Hamilton Clean Committee dated 1992 April 13, respecting the above-noted matter and approved the following:

That the week of 1992 May 4 - 10 be proclaimed Pitch-In Week in the City of Hamilton.

G. MANAGER OF PURCHASING**(a) Supply and Delivery of various software packages, 12 month term.**

The Committee was in receipt of a report from the Manager of Purchasing dated 1992 April 1, respecting the above-noted matter and approved the following:

That a purchase order be issued to Time Software, Toronto for the supply and delivery of various software packages as and when required for a 12 month term, commencing 1992 May 2nd, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that these expenditures be financed through various approved Accounts.

The Mayor requested that Section 4 (a) & (b) of the Agenda be moved forward since several people were in attendance to speak to that matter. The Committee then agreed to move these matters up on the Agenda.

4. MAYOR ROBERT M. MORROW**(a) Performance and Reception - Academic Folklore Group from Ljubljana, Slovenia.**

The Committee was in receipt of a memorandum from the Mayor dated 1992 April 13, respecting the above-noted matter and approved the following:

- (a) That the City of Hamilton welcome and host the Academic Folklore Group from Ljubljana, Slovenia at the forecourt of City Hall with refreshments in the Council foyer, on Thursday, 1992 August 20th at 2:00 p.m.;
- (b) That the cost for this reception be charged to the Special Civic Receptions and Delegation Hosting Account CH55314 84010 in the amount of \$375.; and,
- (c) That the flag of Slovenia be flown from City Hall at the time of the ceremony.

(b) Canadian Country Music Association Conference and Entertainment Event.

The Committee was in receipt of a memorandum from the Mayor dated 1992 April 9, respecting the above-noted matter.

Reg Titian, Co-Chair, 1993 Conference and Keith James, Co-Chair, 1993 Conference were in attendance along with Mr. Gabe Etele of the Downtown B.I.A. Mr. Joe Fardell of the Convention Centre and Mr. Barry Snetsinger of H.E.C.F.I. were also present.

Reg Titan outlined the Country Music Association structure and the Conference activities as well as the spin-off activities which are planned in the Community during the Conference. He also indicated that there is a possibility that T.S.N. will be airing their show to the U.S.A. and Europe.

Mr. Keith James advised that the other City for the Conference is Calgary and that they have been very supportive of sharing their information and working with the Hamilton Conference.

Mr. Roy Hammel, the Acting City Treasurer verbally advised the Committee of his recommendation with respect to the proposed funding for this event.

The Committee then approved the following:

- (a) That a loan guarantee to a maximum of \$100,000. be provided to the Canadian Country Music Association in support of Country Music Week in 1993 in Hamilton, to be repaid from initial revenues of the event, and that this amount (\$100,000.) be set aside in the "Reserve for Contingency" account.
- (b) That a grant of \$20,000. to the Canadian Country Music Association be approved for payment in 1993 and committed as a first charge against the 1993 Special Receptions and Delegation Hosting account.
- (c) That the above financial support be subject to submission of audited financial statements by C.C.M.A., and an agreement satisfactory to the City Solicitor for the recovery of the loan guarantee funds, as necessary.

6. ALDERMAN D. DRURY

(a) Casino in Hamilton.

The Committee was in receipt of a memorandum from Alderman Drury dated 1992 April 13, respecting the above-noted matter.

Considerable discussion ensued on this issue.

The following motion was moved and seconded:

If the Province of Ontario legalizes Casino Gambling in Ontario and will own and operate Casinos in Ontario that Hamilton be studied as a future site for a Casino.

MOTION LOST.

The following motion was moved, seconded and carried:

That whereas the authority to legislate and legalize casino gambling falls within the mandate of the Province of Ontario and recognizing that this is solely a Provincial matter, the City of Hamilton declines to either endorse or oppose casino gambling in Ontario.

8. DIRECTOR OF PROPERTY

(a) Location on City Hall Grounds for a Ukrainian monument.

Professor Ihor Chorneyko, President of the Ukrainian Canadian Community, Hamilton Branch, was in attendance. Also Mr. Donald Schmidt, Consultant for the City Hall Grounds Study was in attendance.

Some discussion ensued on this matter and the appropriateness of the suggested location.

The Committee approved the following recommendation:

That subject to the approval of the Ukrainian Canadian Congress, Hamilton Branch, the monument commissioned by them be installed on City Hall grounds at the site west of the western limit of the City Hall building itself as indicated on the site plan attached herewith and marked Appendix "C".

3. ACTING CITY TREASURER

(a) Approval of the 1992 Mill Rates and the Tax Levy By-laws.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 15 and approved the following:

That the 1992 mill rates for the City of Hamilton be approved, and the mill rates for the Region and Boards of Education be received to be included for billing purposes in accordance with Column (10) of the Schedule attached herewith and marked Appendix "B".

The Committee also approved that the By-laws to fix the rates of Taxation for Municipal, Regional and School purposes for the year 1992 be approved, as well as a By-law to levy an annual tax on Telephone Companies doing business in Ontario.

(b) By-law for the authorization to borrow monies to cover temporary bank overdrafts in relation to current expenditures.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 16, respecting the above-noted matter and approved the following:

That the By-law for the authorization to borrow monies to cover temporary bank overdrafts for 1992 as and when they arrive for current expenditures to a maximum of \$3,000,000.00, be approved.

(c) Information - Status of Hosting, Receptions, and related accounts.

The Committee was in receipt of an Information Report from the Acting Treasurer dated 1992 April 15, respecting the above-noted matter and agreed to receive this information.

Clarification was requested on the charges made to the use of City Hall by outside groups account for piano tuning and it was indicated by the Mayor that the piano that the City uses is very old and whenever it is moved it requires re-tuning. This matter was discussed and it was indicated that perhaps someone in the Community would wish to donate a grand piano for the City's use for these types of events.

5. ALDERMAN W. McCULLOCH(a) Hosting a small luncheon.

The Committee was advised that a small luncheon was held to recognize the recent donation of the Sterling Silver Tray which had been presented to General Crerar by the City of Hamilton in 1945 and the Committee approved the following:

- (a) That approval be given to the action taken in hosting a small civic luncheon on Saturday, 1992 April 18th at a cost of \$277.94 to honour the last surviving relative of General Crerar, and to thank Brigadier Todd and his family for their donation of the sterling silver tray which had been presented to General Crerar by the City in Hamilton in 1945.
- (b) That the cost of this reception be charged to the Special Civic Receptions and Delegation Hosting Account CH55314 84010.

7. BUILDING COMMISSIONER(a) Development Charges By-law 90-74.

The Committee was in receipt of a report from the Building Commissioner dated 1992 April 15, respecting the above-noted matter and approved the following:

- (a) That in light of the present economic difficulties and the downturn in construction activity, City Council authorize a public meeting to be called and advertised in accordance with Section 4 of the Development Charges Act to consider the following proposed amendments which have the effect of reducing development charges by 40%:

- (i) That sentence 8.(1) of By-law 90-74 be amended to read:

<u>Type of Residential Unit</u>	<u>Per Unit</u>
- single detached dwelling, semi-detached dwelling, row dwellings	\$1,723.20
- two or more bedroom apartment	\$1,216.38
- bachelor and one bedroom apartment	\$ 658.87

- (ii) That sentence 13.(1) be amended to read:

Subject to the provisions of this part and this by-law, development charges against land to be developed for non-residential use shall be calculated and collected at the base rate of \$6,927.60 per hectare.

- (iii) That sentence 13.(2) be amended to read:

Where the gross floor area of a building is greater than 50% of the gross area of the lot on which the building is or is to be located, a surcharge shall be applied at the rate of \$1.4208 per square metre to that portion of the building that is greater than 50% of the gross area of the lot.

- (iv) That the rates be retroactive to 1992 January 1.
- (b) For the information of the members of City Council, the Staff Subcommittee will report back to the Finance and Administration Committee in 1993 March on the effect of the development charge reduction and recommend development charges from 1993 July 1 onwards. The Staff Subcommittee will also examine and report back to the Finance and Administration Committee on a method for exempting infill commercial, industrial, and residential development, and on developing a method for calculating development charges and other service charges where the overall charges are excessive and impede development of land.

Note: Alderman Copps and Alderman Charters opposed to Section (a)(iv).

9. **DIRECTOR OF INFORMATION SYSTEMS**

(a) **Client Management Software Project.**

The Committee was in receipt of a report from the Director of Information Systems dated 1992 April 2, respecting the above-noted matter and approved the following:

That a Project Team consisting of representatives from the Aldermanic Offices, Information Systems and the City Clerk's Department be formed to determine the needs and requirements for "Inquiry Management Software" for (Optional) use by the Aldermanic Offices.

It was also agreed that Alderman Charters would serve on this Committee and it was suggested that Mrs. Crystabelle Kowalski also be requested to serve as the representative for the Aldermanic Offices.

(b) **Standard City Department Letterhead and Stationery.**

The Committee was in receipt of a joint report from the Acting Chief Administrative Officer and the Director of Information Systems respecting the above-noted matter and approved the following:

- (a) That the standard letterhead, that includes the use of the City logo, attached herewith and marked Appendix "D", be adopted for use by City Departments;
- (b) That related-stationery for City Departments (envelopes and business cards) incorporate the same design concepts; and,
- (c) That the use of the letterhead and related stationery be phased in only as existing supplies are exhausted.

10. **JOINT REPORT - DIRECTOR OF PROPERTY, DIRECTOR OF INFORMATION SYSTEMS AND MANAGER OF PURCHASING**

(a) **Retendering - City of Hamilton Data Centre Renovations.**

The Committee was in receipt of a joint report from the above-noted dated 1992 April 15, respecting the above-noted matter and approved the following:

That the City of Hamilton Data Centre Renovation Project be retendered, as all six bids received were incomplete.

11. COMMISSIONER OF HUMAN RESOURCES

- (a) Salary Classification - General Foreman/Woman (Forestry) and General Foreman/Woman (Beautification) - Department of Public Works.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 April 15, respecting the above-noted matter and approved the following:

That the following salary classifications be approved:

<u>Position Title</u>	<u>Function</u>	<u>Grade</u>	<u>Salary</u>
General Foreman/ woman (Forestry)	Manages, co-ordinates and directs the operations of the Forestry Section.	K	\$47,412.56 - \$55,811.08
General Foreman/ woman (Beautification)	Manages, plans and co-ordinates the operations of the Beautification and Greenhouse Sections.	K	\$47,412.56 - \$55,811.08

12. RESOLUTIONS

- (a) Canadian Housing and Renewal Association - support to keep a viable social housing sector in place.

The Committee was in receipt of a memorandum from the City Clerk dated 1992 April 15, respecting this resolution. The Committee approved the following:

That the resolution from the Canadian Housing and Renewal Association respecting support for efforts to keep a viable social housing sector in place, attached herewith and marked Appendix "E", be received.

13. OPEN LOCAL GOVERNMENT PROPOSAL - DRAFT LEGISLATION

- (a) Information - City Solicitor.

The Committee was in receipt of an Information Report from the City Solicitor dated 1992 April 16, outlining the various aspects of the Local Open Government Proposals Draft Legislation from the Minister of Municipal Affairs on Municipal Conflict of Interest.

Considerable discussion ensued on the various proposed aspects of the legislation and the Committee approved the following:

- (a) That the Province be requested to extend its deadline to the Consultation Process on the Open Local Government Proposal on Municipal Conflict of Interest to enable the Association of Municipalities of Ontario to deal with the proposals;

- (b) That the Draft legislation on the Open Local Government Proposal by the Minister of Municipal Affairs be referred to the Association of Municipalities of Ontario;
- (c) That the Province be advised that the City of Hamilton does not support the creation of the proposed Office of the Municipal Conflict of Interest Commissioner;
- (d) That the "bona fide error of judgement" defence not be deleted; and,
- (e) That the Province be advised that the City of Hamilton does not support the proposal for the Province to have the first right of refusal to purchase surplus municipal lands.

(b) **Resolution - City of Etobicoke.**

The Committee was in receipt of a resolution from the City of Etobicoke respecting the Provincial Municipal Conflict of Interest Act, and the Committee approved the following:

That the submission of the City of Etobicoke to the Minister of Municipal Affairs respecting proposed Amendments to the Provincial Municipal Conflict of Interest Act, attached herewith and marked Appendix "F", be received.

(c) **Resolution - City of Kingston.**

The Committee was in receipt of a resolution from the City of Kingston respecting the Municipal Conflict of Interest regulations and the Committee approved the following:

That the following resolution from the City of Kingston respecting proposed Municipal Conflict of Interest regulations be received:

WHEREAS the Province of Ontario has proposed new Municipal Conflict of Interest regulations;

AND WHEREAS enforcement of these guidelines could be done through the existing system of provincial courts which are funded by the Province;

AND WHEREAS the proposed Conflict of Interest regulations create a new bureaucracy called the Office of the Municipal Conflict of Interest Commissioner, to enforce the regulations instead of the Courts;

AND WHEREAS the proposed Conflict of Interest regulations stipulate that the cost of the new bureaucracy should be borne by Municipalities;

THEREFORE BE IT RESOLVED that the City of Kingston inform the Minister of Municipal Affairs and local MPPs that the creation of a new Office of Municipal Conflict of Interest Commissioner is acceptable only if the cost of this new bureaucracy is borne by the Province.

2. **CONSENT AGENDA - ITEMS PULLED OFF THE AGENDA**

B. ACTING DIRECTOR OF PUBLIC WORKS**(a) Surplus Funds - Equipment Reserve - 1991.**

and,

(b) Surplus Funds - Equipment Reserve - 1990.

Alderman Copps requested some clarification on why this matter was occurring and Alderman Ross indicated that this is the first time there has been a surplus in these purchases. The Committee then approved the following:

That the surplus funds of \$579,047.96 from the 1991 Reserve for the Replacement of Mobile Equipment to replace fully depreciated equipment be returned to the Reserve for the Replacement of Mobile Equipment.

That the surplus of \$113,091.40 from the 1990 Reserve for the Replacement of Mobile Equipment to replace fully depreciated equipment be returned to the Reserve for the Replacement of Mobile Equipment.

C. ACTING TREASURER**(e) Information - Status of Unclassified Revenue and Expenditures as of 1992 March 31.**

Alderman Copps requested clarification on one of the Financial Statements which indicated a commitment expenditure of \$749.00 for the Hamilton Firefighters Association. The Committee was advised that this expenditure was to pay for costs involved in defending a case where a Firefighter had been in an accident while on duty with a Fire Truck which was not his fault.

Alderman Copps also requested clarification on an expenditure amount respecting parking and cab expenses of \$76.18, and was advised that this expenditure is used to pay for parking tickets incurred by Citizen Committee members for various reasons.

The Committee then agreed to receive this Information Report.

D. CITY CLERK**(b) Permanent Display - Distinguished Citizen of the Year Award Plaque.**

The Committee was in receipt of a report from the City Clerk dated 1992 April 8, respecting the permanent placing of the Distinguished Citizen of the Year Award Plaque.

Discussion ensued on this matter and concern was expressed at the number of plaques and memorabilia being requested to be located in City Hall and the need for some decisions on a plan for these types of displays.

It was then agreed that this item be tabled pending submission of a proposed policy from the Director of Property on this matter.

F. KEEP HAMILTON CLEAN COMMITTEE**(a) Citizen Member Vacancies.**

The Committee agreed to refer the request for appointments to the Keep Hamilton Clean Committee to the Selection Committee.

H. DIRECTOR OF INFORMATION SYSTEMS**(a) Payment of 1992 Information Builders Software Maintenance Invoice.**

Alderman Capps requested clarification on whether the amounts specified for the invoice reflect the City's share or the Region's share as well. The Acting Chief Administrative Officer advised that this would be the City's share but that the item should have specified this. The Acting Chief Administrative Officer advised that he will ensure that all future items such as this matter clearly indicate that this is the City's share only.

The Committee then approved the following:

That the 1992 invoice from Information Builders for software maintenance in the amount of \$53,516.56 (plus G.S.T.) be authorized for payment from Account CH5609X-26021 (User Software).

14. OTHER BUSINESS**HAMILTON STEELERS RENTAL ARREARS**

The Chairperson spoke to the Committee with respect to a recent matter at the Parks and Recreation Committee with respect to Rental Arrears by the Hamilton Steelers. The Chairperson indicated that the Acting Chief Administrative Officer would be investigating into and reporting back on how these rental arrears occurred and were left for such a length of time with Council not being alerted to problems.

MODIFIED GARBAGE PICK-UPS FOLLOWING HOLIDAYS

Alderman Ross spoke to the Committee on the recent modified garbage pick-ups following the Easter Week-end. He indicated that somehow the message of the change of pick-up whereby holiday dates would not receive pick-ups until the following regular day, i.e. Friday and Monday did not get sufficient Public attention.

Alderman Ross advised that the concerns of the Public are that only Monday and Friday resident's pick-up were affected and that if this policy is permanent that there should be a review of the fairness to the other days as well, not just to those in the areas of the City that are picked up on days that are affected by holidays.

Alderman Ross also indicated that he understands that the City of London does this type of thing for every holiday and that they should be looked at.

Alderman Ross suggested that perhaps for the next holiday event, that the other day's pick-ups of Tuesday, Wednesday and Thursday's should be affected and requested that the Acting Chief Administrative Officer determine how this could be done.

It was also indicated that notice given to the Public on this change was not effective since many people were not aware of the change. Various suggestions were made on how notification could be more properly given so that people are aware of the changed garbage pick-up schedule.

There was also some discussion on the present personnel policy of allowing garbage workers to work through their lunch and breaks and leave early.

Alderman Charters indicated that a Doctor constituent in his Ward had not been aware of the change in garbage pick-up and had taken his garbage to a waste transfer station and was billed for \$18.00. He indicated that the Doctor feels that the City should reimburse him for his cost.

Alderman Copps indicated that she has concerns of the pick-up of large items.

It was agreed that the matter of garbage pick-up is properly the purview of the Transport and Environment Committee and it was agreed that the requested report from the Acting Chief Administrative Officer should properly be referred to the Transport and Environment Committee for consideration.

ENGLISH LANGUAGE SUB-COMMITTEE

Tommy Tarpos, Chairperson of the English Language Sub-Committee was in attendance at the meeting and after being questioned on his concerns, he indicated that he wished to speak to the Committee with respect to a proposed motion that he would be making at his next English Language Sub-Committee meeting with respect to their Terms of Reference.

The Chairperson and members of the Finance and Administration Committee advised Mr. Tarpos that he should follow the normal procedure in appearing before the Committee and ensure that the Secretary of the Committee has a request in writing on the subject that he wishes to address them with, in order that they can properly consider the matter.

15. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

**ALDERMAN DON ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE**

**Susan K. Reeder
Secretary
1992 April 23**

CITY OF HAMILTON
- RECOMMENDATION -

B(i)

DATE: 1992 April 30

APR 30 1992


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Increase in Stipend - City Doctor (C-029-092)

RECOMMENDATION:

That the fees paid to the City Doctor be increased by 4% effective January 1, 1992.


J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in the Hamilton Fire Department Budget, account CH 55403 48001.

BACKGROUND:

Attached.

~~cc~~ *Ref*

J. DOUGLAS BELL, M.D.
196 GEORGE STREET
HAMILTON, ONTARIO
L8P 1E9

TELEPHONE 525 3501

April 22, 1992

Mr. Chief G. Baker
The Corporation of the City of Hamilton
Hamilton Fire Department
66 King William Street
Hamilton, Ontario
L8R 1A2

Dear Chief Baker:

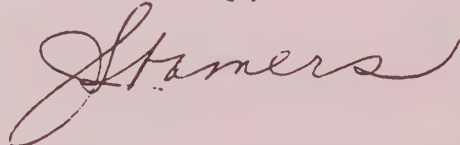
Re: INCREASE IN STIPEND, RETROACTIVE TO
JANUARY 1, 1992

Further to my telephone conversation with Mr. Reg Joyce we understand that an increase in the amount of 4% has been approved for the examination of the firefighters on a regular basis.

We would appreciate it if you would contact Human Resources about this approval, and ask them to incorporate the retroactive increase in the next cheque made payable to Dr. J. Douglas Bell.

Thank you for your assistance in this matter.

Yours truly,



JANET E. STAMERS (MRS.)
Office Administrator

JES/ky

B(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 April 29

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

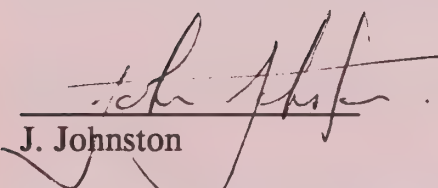
SUBJECT: Staffing Classification - Traffic Services Department
(C-025-092)

APR 30 1992

RECOMMENDATION:

That the salary classification for the following non-union position in the Traffic Services Department be approved as follows:

<u>POSITION:</u>	<u>FUNCTION:</u>	<u>GRADE:</u>	<u>SALARY:</u>
Chief Drafting Technician	Supervise staff in the drafting section and co-ordinate work flow. Perform traffic design functions and produce drafting evaluation assignments.	M	\$40,640.60- \$47,819.20


J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds exist in the current operating budget to meet the additional costs.

BACKGROUND:

Due to an increase in responsibilities since the original Questionnaire was submitted, the Director of Traffic Services requested this position be reviewed for job content and salary classification. Based on new information in the Job Evaluation Questionnaire, City Core group, at its meeting of April 23, 1992 recommended that this position be placed in Level "M" of the non-union salary schedule pending Council approval.

C.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 April 22

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Charlene J. Coutts, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: Appointment of Member to the Advisory Committee on
Equitable Representation on Committees/Boards/Commissions

RECOMMENDATION:

That Valya Roberts be appointed to serve on the Advisory Committee on Equitable Representation on Committees/Boards/Commissions as the Hamilton Status of Women Sub-Committee's representative to replace Mary McKenzie, former member.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

City Council at its meeting held 1990 July 31 established the Advisory Committee on Equitable Representation on Committees, Boards and Commissions to encourage representation of women, persons with disabilities, native persons, and racial and ethnic minorities on City Boards/Committees/Commissions.

The composition of the Committee includes one representative from the Hamilton Status of Women Sub-Committee and the Committee appointed Mary McKenzie. As Mary McKenzie is no longer a Committee Member, a replacement appointment should be made.

CITY OF HAMILTON
- RECOMMENDATION -

D(i)

DATE: 1992 April 21

REPORT TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

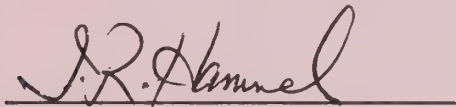
APR 23 1992

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: 1992-2001 CAPITAL BUDGET PROGRAM
CHEDOKE MOUNTAIN STEPS - PROJECT NO. 126.0

RECOMMENDATION:

That, in order to correct an error in Appendix "A" of the capital budget submission to City Council March 27, 1992, that project No. 126.0 "Chedoke Mountain Steps", incorporated in the Council agenda under page C5 of Section 1(a) of Appendix "A", with a starting date incorrectly stated as 1994, be revised to the correctly approved year of 1998.



I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Housekeeping amendment:

The original documentation reviewed and approved by the Committee of the Whole had the project scheduled for start in 1998 however, while preparing the Appendix "A" to be included in the Council Agenda the above project was inadvertently typed as a 1994 project although the Committee of the Whole approved this project as a 1998 project.

It is, therefore, requested that the starting date of this project be revised from 1994 to 1998.

CITY OF HAMILTON
- RECOMMENDATION -

D(ii)

DATE: 1992 April 13

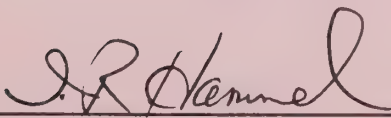
REPORT TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: PROPOSED CONSTRUCTION OF SIDEWALKS AS
LOCAL IMPROVEMENTS ON UPPER PARADISE
ROAD, SOUTH OF STONE CHURCH ROAD

RECOMMENDATION:

1. That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the following projects:
 - a) Upper Paradise Road east side from Stone Church Road to approximately 187 m southerly and from approximately 86 m south of Skyview Drive to approximately 83 m southerly - independent concrete sidewalk at an estimated gross cost of \$27,700 with a City's share of \$7,964 to be financed from 1992 Capital Levy and the balance of \$19,736, being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$19,736 for a term not to exceed 20 years for the above project.
 - b) Upper Paradise Road west side from Stone Church Road to approximately 138 m southerly - independent concrete sidewalk at an estimated gross cost of \$11,400, with a City's share of \$304 to be financed from 1992 Capital Levy and the balance of \$11,096, being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$11,096 for a term not to exceed 20 years for the above project.


I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. The project is included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on April 27, 1992.

- c.c. Mr. K. Christenson, Secretary, Transport and Environment Committee
Mr. D. Lobo, Acting Director of Public Works, Attention: Mr. R. Meiers
Ms. P. Noé Johnson, City Solicitor
Mr. G. W. Lawson, Treasurer and Commissioner of Finance, Attention: Mr. G. Davis

**CITY OF HAMILTON
- RECOMMENDATION -**

DATE: 1992 April 29

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: D. Lobo,
Acting Director of Public Works

APR 29 1992

SUBJECT: Proposed Construction of Sidewalks as
Local Improvements
on Upper Paradise Road, South of
Stone Church Road

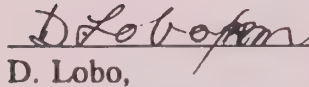
RECOMMENDATION:

- a) That the construction of the following projects proceed as Local Improvements pursuant to Section 12 of the Local Improvement Act:
1. Upper Paradise Road east side from Stone Church Road to approximately 187m southerly and from approximately 86m south of Skyview Drive to approximately 83m southerly - independent concrete sidewalk at an estimated gross cost of twenty-seven thousand, seven hundred dollars (\$27,700.), City's share seven thousand, nine hundred and sixty-four dollars (\$7,964.), Owner's share nineteen thousand, seven hundred and thirty-six dollars (\$19,736.).
 2. Upper Paradise Road west side from Stone Church Road to approximately 138m southerly - independent concrete sidewalk at an estimated gross cost of eleven thousand, four hundred dollars (\$11,400.), City's share three hundred and four dollars (\$304.), Owner's share eleven thousand and ninety-six dollars (\$11,096.).

All as provided for in the 1992 portion of the 1992-1996 Capital Budget; and,

- b) That the Finance and Administration Committee be requested to recommend a source of funding for this Capital Project; and,
- c) That the Senior Director of Roads be authorized to construct these works on behalf of the City once all of the necessary approvals have been received; and,

- d) That the City Clerk and Acting City Treasurer be directed to give the necessary notice of Council's intention to undertake these works.


D. Lobo,

Acting Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The proposed works are to be rated in accordance with the normal practice. Provision has been made for these works in the 1992-1996 Capital Budget in the amount of five hundred and seventy-one thousand dollars (\$571,000.) (City's share) and seven hundred and thirty-one thousand dollars (\$731,000.) (Owner's share). The balances remaining upon approval of this project are five hundred and seventeen thousand, six hundred and forty-seven dollars and six cents (\$517,647.06) (City's share) and five hundred and fifty-two thousand and fifty-three dollars and ninety-four cents (\$552,053.94) (Owner's share). The estimated cost per metre of frontage is as follows: independent concrete sidewalk (\$80. per metre).

BACKGROUND:

With the construction of the new St. Thomas More School on Upper Paradise Road south of St. Thomas Church Road, there is now a significant number of pedestrians using the roadway and the asphalt parking area on the west side of Upper Paradise Road. Construction of the above-noted sidewalks will significantly improve the safety for these pedestrians. The location of the proposed work is shown on the attached plan.

DL:bk
 Attch.

cc: J. Schatz, City Clerk
City Clerk's Department
P. Noe Johnson, City Solicitor
Law Department
I. R. Hammel, Acting City Treasurer
Attn: N. Adhya, Manager of Budgets
G. Lawson, Commissioner
Finance Department
A. Georgieff, Director
of Local Planning
D. Y. Onishi, Director of Design and Construction
Roads Department
S. Reeder, Secretary
Finance and Administration Committee

PROPOSED SIDEWALK
LOCATIONS



CITY OF HAMILTON
- RECOMMENDATION -

D(iii)

DATE: 1992 April 30

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

APR 30 1992

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: **ADDITIONAL COST FOR THE CONSTRUCTION OF
MUNICIPAL SERVICES ON FIELDWAY DRIVE,
MILLWOOD PLACE, AND A PUBLIC WALKWAY,
HAMILTON**

RECOMMENDATION:

That the City's Share of Services for the construction of Municipal Services on Fieldway Drive, Millwood Place and Public Walkway in Hamilton in the additional amount of \$40,000 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands, and the total cost of this project be revised from the previously authorized \$166,719 to the revised amount of \$206,719.



I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1992-2001 Capital Budget Program. The financing of this project was previously authorized by City council on October 29, 1991 in the amount of \$166,719.

BACKGROUND:

This item will be considered by the Transport and Environment Committee on May 4, 1992. Please refer to the letter of April 16, 1992 from Mr. E.M. Gill, Senior Director, Regional Road Department.

c.c. Mr. E. M. Gill, Senior Director, Regional Road Department
Mr. K. Christenson, Secretary, Transport and Environment Committee
Mr. R. Meiers, Public Works Department

CITY OF HAMILTON

-RECOMMENDATION -

DATE: April 16, 1992
806-47, RHW92-24(HSW) D. Christilaw

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: E. M. Gill, P. Eng.
Senior Director
Regional Roads Department

SUBJECT: 1992 Servicing Expenditures Related to Subdivisions

APR 27 1992

RECOMMENDATIONS

- a) That the additional funding in the amount of \$40,000 for the City's share of municipal services on Fieldway Drive, Millwood Place and a Public Walkway, Hamilton, be approved.
- b) That the Finance and Administration Committee recommend the source of funding.



E. M. Gill, P. Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS

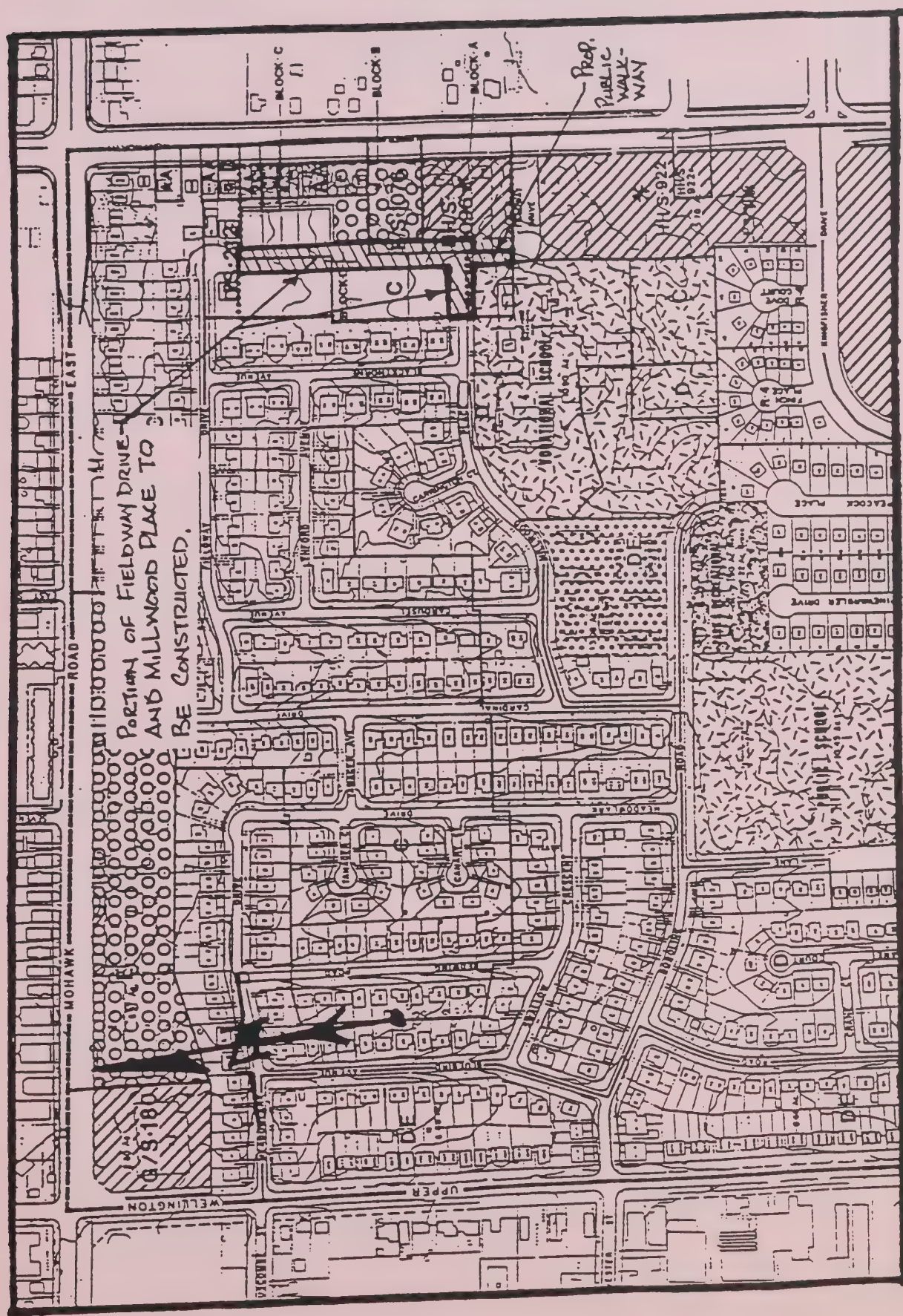
On October 8, 1991, City Council authorized the expenditures for road works on Fieldway Drive, Millwood Place and for works associated with a Public Walkway. The estimated costs for the works was \$166,719.00.

Changes to the engineering design of the cul-de-sac layout at the end of Fieldway Drive and additional Utility relocations have resulted in additional works for the project. The contract prices for the project have been received for the works and an additional \$40,000 is required to cover the City's share. It is being recommended that the appropriation for the project be increased from \$166,719 to \$206,719.

For the Committee's information, approximately 80% of the project cost will be recoverable through the lifting of 0.3 metre reserves on Fieldway Drive and Millwood Place when the abutting lands develop. Many of the land owners along Fieldway Drive have indicated that they wish to proceed with development shortly after construction is complete. Therefore, it is expected that the majority of these costs will be recovered within the next year or two.

 DVC:

cc: R. Hammel, Acting City Treasurer.
cc: S. Reeder, Secretary, Finance & Administration Committee.
cc: D. Onishi, Director, Design & Construction



KEY PLAN

N.T.S.

APPROVED PLAN

BRULEVILLE

CITY OF HAMILTON
- RECOMMENDATION -

D(iv)

DATE: 1992 April 30

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

APR 30 1992

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: BLOSSOM ESTATES SUBDIVISION

RECOMMENDATION:

That the City's Share of Services for the Blossom Estates Subdivision in the amount of \$118,238.39 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands.



I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

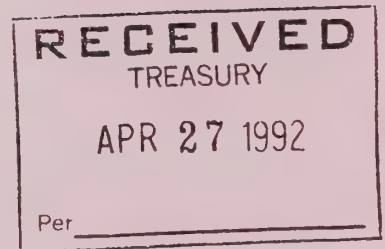
See above recommendation. This project is included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item will be considered by the Transport and Environment Committee on May 4, 1992. Please refer to the letter of April 24, 1992 from Mr. E.M. Gill, Senior Director, Regional Road Department.

c.c. Mr. E.M. Gill, Senior Director, Regional Road Department
Mr. K. Christenson, Secretary, Transport and Environment Committee
Mr. R. Meiers, Public Works Department

CITY OF HAMILTON
- RECOMMENDATION -



DATE: 1992 April 24
S718-74 P. Strong
S703-68 M. Inrig

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: E. M. Gill
Senior Director
Roads Department

SUBJECT: 1992 Servicing Expenditures Related to Subdivisions

LiR
report please
Rt

RECOMMENDATION:

- a) That the submitted schedules of works be adopted for inclusion in the Subdivision Agreements with the Owners for the estimated cost of services in:
- (i) " BLOSSOM ESTATES ", Hamilton
- City's Share \$ 118,238.39 Subdivider's Share \$ 152,242.32
- (ii) "RYMAL SQUARE ESTATES-PHASE 1", Hamilton
- City's Share -NIL- Subdivider's Share - \$ 143,397.39
- b) That the Mayor and the City Clerk be authorized and directed to execute the proposed Subdivision Agreements with the owners of "Blossom Estates " and "Rymal Square Estates - Phase 1."
- c) That approval of the above noted clauses be subject to the condition that no work be commenced until the Final Plans and Subdivision Agreements have been registered.
- d) That in the event the Subdividers wish to proceed prior to the registration of the Final Plans and Subdivision Agreements, they should be allowed to do so at their own risk provided they enter into standard agreements for pre-servicing.

Cont'd...

1992 Servicing Expenditures Related to Subdivisions

Cont'd...

BACKGROUND:

"RYMAL SQUARE ESTATES - PHASE 1 "

At its meeting of January 30, 1990 City Council approved Item 10 of the Planning and Development Committee report 2-90, recommending a Subdivision Agreement be entered into between the of Rymal Square Development Ltd., owner, and the City of Hamilton.

This development will result in the creation of 25 single family residential building lots and is located in the Butler Neighbourhood north of Rymal Road East and east of Upper Wentworth Street.

There is no City Share for this development. (see schedule "A")

"BLOSSOM ESTATES "

On January 10, 1989, City Council approved a recommendation to enter into a subdivision agreement between the City and the Owners of Blossom Estates Subdivision. The development of Blossom Estates will result in the creation of 18 single family residential lots with the potential to develop two (2) future lots on Forbes Street.

The estimate of costs have been calculated in accordance with the present City cost sharing policies. There will be a City share of \$ 118,238.39 and a portion of that share (\$ 91,970.82) can be recovered through the mechanism of 0.30m reserves, the remainder (\$ 26,267.47) is non-recoverable due to extra depth asphalt and City lands adjacent to services installed under this subdivision.

Cont'd...

1992 SUBDIVISION EXPENDITURE SUMMARY
=====

CITY'S SHARE
OF EXPENDITURES

Name of:		# OF LOTS and LOCATION	SUBDIVISION AGREEMENT AUTHORIZATION	DESCRIPTION OF WORKS	0.3 METRE RESERVE COSTS		NON-RECOVERABLE & OVERSIZED COSTS	TOTAL CITY'S SHARE	TOTAL SUBDIVIDER'S SHARE	TOTAL SERVICING COSTS
-	BLOSSOM ESTATES	18 Lots	Item 6	Catch Basins &						
-	JOHN PIANO and	Hamilton	P.D. 3-89	Connections	\$5,543.86		\$0.00			
-	VINCE CITINO		89-01-10	Curbs & Sidewalks	\$32,075.19		\$0.00			
-	Urbex Engineering Ltd.			Finished Roads	\$49,470.57		\$20,252.06			
-	J. P. Woolley, O.L.S.			Dead End Barricade	\$1,131.30		\$0.00			
-	(Dept. File: S703-68)			Street Lighting	\$3,750.00		\$0.00			
				Fencing	\$0.00		\$2,602.22			
				Watermain	\$0.00		\$3,413.19	\$118,238.39	\$152,242.32	\$270,480.71
-	RYMAL SQUARE ESTATES	25 Lots	Item 10	Catch Basins &						
-	PHASE 1	Hamilton	P.D. 2-90	Connections	\$0.00		\$0.00			
-	RYMAL SQUARE DEVELOPMENTS LTD.		90-01-30	Curbs & Sidewalks	\$0.00		\$0.00			
-	Urbex Engineering Ltd.			Finished Roads	\$0.00		\$0.00			
-	W. Bruce Clark, O.L.S.			Dead End Barricade	\$0.00		\$0.00			
-	(Dept. File: S718-74)			Street Lighting	\$0.00		\$0.00	\$0.00	\$143,397.39	\$143,397.39
TOTALS:					\$91,970.92		\$26,267.47	\$118,238.39	\$295,639.71	\$413,878.10

* OVERSIZING EXPENDITURES are Non-Recoverable
* 0.3 METRE RESERVE EXPENDITURES are Fully Recoverable

CITY OF HAMILTON
- RECOMMENDATION -

D(w)

DATE: 1992 April 30

REPORT TO: Mrs. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

SUBJECT: REPLACEMENT OF OFFICE EQUIPMENT
-BUILDING DEPARTMENT

RECOMMENDATION:

That office equipment as described in Section A of 1992 Budget Form No. 4 attached, namely two dictaphone/transcribers and two electric pencil sharpeners in the Building Department, be replaced and funded from the "Reserve for Office Equipment", Centre number 00114, at an estimated replacement cost of \$1,732.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Roy Hammel

The "Reserve for Office Equipment" is designated for this type of expenditure and has sufficient funds for these replacements (balance at December 31, 1991 - \$368,000).

BACKGROUND:

This information is forwarded to the Finance and Administration Committee for approval each year following Budget approval.

Departments are requested to submit information on office equipment replacement each year with their budgets; for the 1992 submission, the Building Department has requested replacement of several pieces of equipment.

attach.

c.c. Mr. Len King
Building Department

CITY OF HAMILTON

FORM NO. 4

Rev. 91/10

Date December 10, 1991

1992 REPLACEMENT OR ADDITIONAL EQUIPMENT

For the Department/Local Board Building

SECTION A: Replacement of office equipment - see reverse side for definition
(DO NOT include in your 1992 estimates)

Description	Reason for Replacement	Age of equipment being replaced	Amount
Dictaphone/transcriber c/w portable dictator HM-35	Inoperative	15 years	805
Dictaphone/Transcriber (Sony HM-45A) c/w portable dictator (Soney HM-35)	Unreliable operation	15 years	805
Electric pencil sharpener (2)	Inoperable	10 years	125
TOTAL -- to be funded from "Reserve for Office Equipment"			\$ 1,732

SECTION B: Additional equipment or replacement of other equipment
(INCLUDE in your 1992 Estimates - All other equipment not included in the definition of "Office Equipment",
and additional Mobile Equipment)

Account Number	Equipment Description	Reason this equipment required	Expected Useful Life	Expansion
	Microfilm viewer ALOS Fiche Reader 27-14 c/w 2 lenses (4)	Separate work stations require a reader (\$376)	20 yrs.	1,730
TOTAL - Carry forward to 1992 Budget Worksheet				\$ 1,730

CITY OF HAMILTON
- RECOMMENDATION -

E.

DATE: 1992 April 24

APR 24 1992

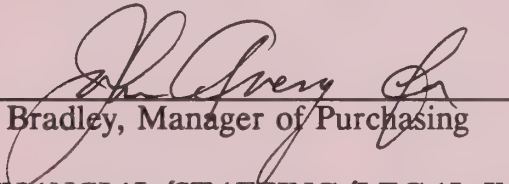
REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: RENOVATE POOL FILTRATION SYSTEMS, JIMMY
THOMPSON MEMORIAL POOL, KING STREET
EAST, HAMILTON

RECOMMENDATION:

That a purchase order be issued to Oakville Custom Swim Pools Ltd., Oakville, in the amount of \$65,371 including all taxes to renovate the pool filtration system at Jimmy Thompson Memorial Pool, King Street East, Hamilton, being the lowest of two quotations received, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed through Operating Supplies Account No. CH56103 21220.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Quotation Analysis

Oakville Custom Swim Pools Ltd., Oakville	\$65,371.00
Western Plumbing & Heating, Hamilton	82,900.00

Above prices include all taxes.

F.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 April 30

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

D. W. Vyce
Director of Property

SUBJECT: MAINTENANCE CONTRACT FOR HONEYWELL
CONTROLS, HAMILTON PLACE, HAMILTON
CONVENTION CENTRE, COPPS COLISEUM

RECOMMENDATION:

- a) That authorization be given to the Manager of Purchasing to issue a purchase order to Honeywell Limited, Hamilton, for annual preventative maintenance of the Honeywell building automation controls for Hamilton Place, Hamilton Convention Centre and Copps Coliseum, in the annual amounts listed below for 1992, and that these expenditures be financed through various approved accounts, as follows:

Hamilton Place	\$ 18,068.00
Hamilton Convention Centre	40,296.00
Copps Coliseum	125,376.00

- b) That this authorization allow for the renewal of the maintenance agreements including any inflationary increase for 1993 and 1994.


T. Bradley, Manager of Purchasing


D. W. Vyce, Director of Property

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

When Copps Coliseum and the Hamilton Convention Centre were constructed, the buildings' heating, ventilating, air conditioning, lighting, power, security and fire alarm systems were installed with state-of-the-art Honeywell control and monitoring systems. Upon completion of Copps Coliseum, Hamilton Place was retrofitted with similar features.

All of these systems tie back to the Honeywell mini-computer located at the Central Utilities Plant. The building automation systems hardware and software programs have been maintained by Honeywell since their original installation.

Honeywell has in place maintenance agreements for the building automation systems in the Library, Market, City Hall, Art Gallery and Parking Garage which all connect back to the Central Utilities Plant. The continued relationship that the City has had with Honeywell as the original manufacturer of this equipment, will ensure the efficient and effective operation of this equipment.

Furthermore, the software for these systems is proprietary and developed exclusively by Honeywell. Without the upgrades and support provided by Honeywell the building automation systems would eventually be rendered inoperative.

CITY OF HAMILTON
- RECOMMENDATION -

G(i)

DATE: 1992 April 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John D. Thompson
Acting City Clerk

SUBJECT: Civic Awards - Blessed Sacrament Minor Bantam
Basketball Team

RECOMMENDATION:

That civic silver pins be awarded to the following members of the 1991 and 1992 Blessed Sacrament Minor Bantam Basketball Teams for winning the 1991 and 1992 Provincial Championships:

Enzo Antonucci	Jesse Horner	Matt Milos
Neil Belot	Marcus Jankus	Vincent Pugliese
Scott Craven	Vic Jankus (Coach)	Neil Quinto
Jonathan Curtis	Scott Johnson	Lucas Richardson
Paul Dixon	Ted Kalnins	Jim Robinson (Coach)
Josh Docstator	Ron Laidman	Brian Taylor
Brian Donelson	Michael Leskovec	Leigh Taylor
Matthew Erdman	Rick Matthew (Manager)	Kyle Yeomans
Serge Fuca	Taylor Matthew	



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$390.00 to be financed from Account No. CH 56126-84010

BACKGROUND:

Confirmation of these two championships has been received in writing by the Ontario Basketball Association. The Hamilton Sports Council has also reviewed these applications and recommends that civic silver pins be awarded.

As a number of team members played on both winning teams in 1991 and 1992, only one civic silver pin will be awarded to each player pursuant to the City's Civic Awards Policy.

CITY OF HAMILTON
- RECOMMENDATION -

G(ii)

DATE: 1992 April 24

APR 27 1992

REPORT TO: ✓ Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J.J. Schatz
City Clerk

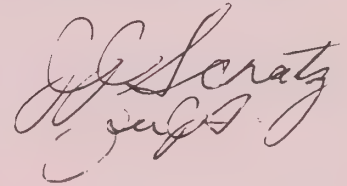
SUBJECT: Westdale Secondary School - Display of Art Work

RECOMMENDATION:

That permission be granted to Westdale Secondary School to use the east and west areas of the second floor foyer to display Grade 13 Students Art Work from Monday, 1992 June 22 to 26 inclusive.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A




BACKGROUND:

Westdale Secondary School has 60 Grade 13 Art Students in 1992 who wish to display their work.

The Grade 13 curriculum is designed to provide a bridge for High School Students who are planning to pursue a career in the Arts. Part of the program is to encourage students to expose their Art Work to the Community.

The Westdale Secondary School Students are therefore requesting an area in City Hall that is visible and accessible to display their work.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
file

CITY OF HAMILTON
- RECOMMENDATION -

G (iii)

DATE: 1992 April 24

APR 27 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J.J. Schatz
City Clerk

SUBJECT: Boy Scout and Girl Guide Annual Parade

RECOMMENDATION:

- a) That the Manager, Property Maintenance Division, be authorized and directed to erect a reviewing stand and all other pertinencies on the south sidewalk on Main Street West in front of City Hall on Saturday, 1992 May 30, to be in place from 8:45 a.m. to 11:45 a.m. on the occasion on the annual Boy Scout and Girl Guide Parade.
- b) That Scouts Canada be granted permission to use the east side of the City Hall lower level parking lot for a dispersal area following the Boy Scout and Girl Guide Parade.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs associated with this event in the approximate amount of \$700.00 will be taken from account #CH 55222-10034-Use of City Facilities by Outside Groups.

BACKGROUND:

The Boy Scout Parade is an annual event and the City has traditionally provided a reviewing stand and seating for dignitaries and guests.

This year Scouts Canada are also requesting the use of the east side of the lower level parking lot for a dispersal area. This site presents a safe dispersal location and will cause the least amount of disruption to the downtown business area.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Peter Baker, General Manager, Parking Authority
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

G (iv)

DATE: 1992 April 24

APR 27 1992

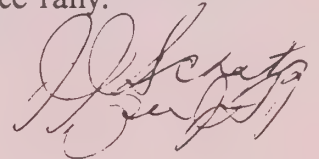
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Croatian Democratic Union of Hamilton-Wentworth
Peace Rally

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in authorizing the Croatian Democratic Union of Hamilton-Wentworth to use the City Hall Forecourt and related equipment on Saturday, 1992 April 25 from 2:00 to 3:00 p.m. for a peace rally.




FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Property Maintenance staff overtime associated with this event in the approximate amount of \$90.00 will be taken from Account CH55222-10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

The Croatian Democratic Union of Hamilton-Wentworth, jointly with other Croatian organizations in the area planned a peace rally on Saturday, 1992 April 25 from 2:00 to 3:00 p.m. and requested the use of the City Hall Forecourt for this purpose.

In the past, two similar rallies have been held by this organization at City Hall for which permission was granted by City Council.

 **cc:** Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

G(v)

DATE: 1992 April 24

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Joseph J. Schatz
City Clerk

SUBJECT: Use of City Hall Forecourt by Hamilton Veterans
Committee - 1992 June 14 for Decoration Day Parade

RECOMMENDATION:

- a) That permission be granted to the Hamilton Veterans Committee to use the City Hall Forecourt on Sunday, 1992 June 14 from 11:30 a.m. to 12:15 p.m. for the purposes of forming up a parade which will march from City Hall to the Cenotaph in Gore Park for a 12:30 p.m. Decoration Day Service; and,
- b) That the first floor of City Hall be open to Hamilton Veterans to access washrooms from 11:30 a.m. to 12:15 p.m.; and,
- c) That the City Clerk be authorized to approve of a similar use in future years, provided it does not conflict with any other event.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Any associated costs will be paid by the Hamilton Veterans Committee.

BACKGROUND:

1992 will mark the thirty-fourth consecutive year in which the Veterans of Hamilton will hold a Decoration Day Service in Gore Park.

The Hamilton Veterans Committee has used the City Hall Forecourt in the past for such events.

cc: Stella Glover, Legislative Assistant, City Clerk's Department
Charlene Coutts, Secretary, Hamilton Veterans Committee

CITY OF HAMILTON
- RECOMMENDATION -

G(vi)

DATE: 1992 April 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. D. Thompson
Acting City Clerk

SUBJECT: KINETTE CLUB OF HAMILTON -
PROUD TO BE CANADIAN TOUR

RECOMMENDATION:

That approval be given to the action taken by the Acting City Clerk in authorizing the Kinetite Club of Hamilton to use the City Hall forecourt and flagpole for a Flag Raising Ceremony from 12:00 noon to 2:00 p.m. on Wednesday, 1992 May 06 during the Proud to be Canadian Tour.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

The Canadian flag has been taken from the Parliament Buildings in Ottawa and is presently being transported across Canada as part of the Proud to be Canadian Tour, initiated by the Kinsmen and Kinettes of Canada.

The flag will arrive in Hamilton on Wednesday, 1992 May 06 and the Kinetite Club of Hamilton has requested the foregoing ceremony in order to raise this flag at City Hall before it leaves for the next stage of the tour, and subsequent return to Parliament Hill.

In conjunction with this tour, a number of Canadian flags have been circulated at area schools for signature by schoolchildren. These schoolchildren have also been invited to attend the flag raising ceremony.

c.c. Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

G(vii)

DATE: 1992 May 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. D. Thompson
Acting City Clerk

SUBJECT: Special Occasion Permit -
Mordomia de St. John Day -
Portuguese Community

RECOMMENDATION:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the Festival of the Mordomia de St. John Day in honour of the Holy Spirit being held outdoors at the Lusiadas Parking Lot (Mulberry Street between MacNab and James Street) on 1992 June 20th and 21st, and has no objection to the issuance of a Special Occasion Permit.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Liquor Licence Board of Ontario requires a letter from the Municipal Clerk with a resolution from Council stating that the municipality is aware of the event and does not object to its taking place in order that a permit may be obtained from the Liquor Licence Board of Ontario for the sale of liquor during the event.

CITY OF HAMILTON
- RECOMMENDATION -

G (viii)

DATE: 1992 May 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. D. Thompson
Acting City Clerk

SUBJECT: Special Occasion Permit -
St. Mary's Portuguese Parish
(Portuguese Congregation) Summer Festivities.

RECOMMENDATION:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the Summer Festivities of St. Mary's Portuguese Parish (Portuguese Congregation) being held on the Parish grounds at 146 Park Street North on 1992 June 7, July 5, August 7-9 and September 6&7, and has no objection to the issuance of a Special Occasion Permit.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Liquor Licence Board of Ontario requires a letter from the Municipal Clerk with a resolution from Council stating that the municipality is aware of the event and does not object to its taking place in order that a permit may be obtained from the Liquor Licence Board of Ontario for the sale of liquor during the event.

HAMILTON PUBLIC LIBRARY BOARD

- RECOMMENDATION -

2.

DATE: 1992 April 30

REPORT TO: Alderman Don Ross, Chairman, Finance & Administration Committee
Attention: Susan Reader, Legislative Assistant

FROM: Mr. John Syko, Chairperson, Hamilton Public Library Board
c.c. Judith McAnanama, Chief Executive Officer

*SUBJECT: FEASIBILITY STUDY FOR AN ARCHIVE OF MUNICIPAL
RECORDS*

RECOMMENDATION:

That the Finance & Administration Committee recommend to the City Council the acceptance of Final Report for an Archive of Municipal Records of the City of Hamilton, the Regional Municipality of Hamilton-Wentworth and nine (9) other participating bodies in the Hamilton-Wentworth Region as prepared by Lord Cultural Resources Planning & Management Inc., and

That City Council refer the report to the City Clerk's Office and that the City Clerk designate a staff member to participate along with representatives from the other participating bodies on the Municipal Archive Planning Committee to be chaired by the Hamilton Public Library. The planning committee shall be charged with the responsibility of developing an implementation plan.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

None. The planning committee's purpose will be to develop the recommendations regarding financial/staffing/legal implications. The Executive Summary is attached. A complete set of the Final Report and Technical Appendices is available from Stan Hollowell, Manager, Records Division, City Clerk's Office.

BACKGROUND:

The Regional Municipality of Hamilton-Wentworth, the City of Hamilton, area towns and townships of Ancaster, Dundas, Glanbrook and Flamborough, Hamilton Public Library Board, HECFI Board, the Hamilton Board of Education, the Roman Catholic Separate School Board and the Hamilton-Wentworth Region Police Commission agreed to jointly share in the funding of a feasibility study for the establishment of an archive of municipal records for the Hamilton-Wentworth area.

The Hamilton Public Library Board agreed, at the request of City Council, to manage the project and matching funding was received from the Ministry of Culture & Communication.

In the Fall of 1990, the consulting firm of Lord Cultural Resources Planning & Management Inc. in association with Records & Information Management Service Inc. and Moffat Kinoshida Associates Inc. were retained by the Hamilton Public Library Board to conduct the feasibility study.

The study is complete. A copy of the Executive Summary is attached. The consultant concluded that:

"When all factors are considered, the model which appears to best meet the needs of public archives in the Hamilton-Wentworth Region will be that of a regional historical archives operated by the Hamilton Public Library with the responsibility for the municipal archives delegated by participating bodies and agencies. As this approach builds on an existing organization and programme, it will be the easiest to implement".

It should be noted that the establishment of such an archival facility will be a lengthy process which may be accomplished in stages and must be based upon the existence of well established records, management practices and all participating organizations and the identification by each organization of the services they require. It will be necessary to establish a planning committee composed of participating members whose function it will be to develop an implementation plan.

The Library Board already has received confirmations from:

- The Town of Dundas
- The Town of Flamborough
- The Township of Glanbrook
- The HECFI Board
- The Regional Municipality of Hamilton-Wentworth

indicating their commitment to the next phase of the establishment of an archive. The Library Board itself has indicated its willingness to participate as a member of the archive.

CITY OF HAMILTON
- RECOMMENDATION -

3.

DATE: 1992 April 29

REPORT TO: Mrs. Susan Reeder, Secretary
Finance and Administration Committee

APR 30 1992

FROM: Mr. Bob Sugden
Director of Culture and Recreation

SUBJECT: ONTARIO RECREATION FORUM-CONFERENCE

RECOMMENDATION:

That approval be given for assistance in the hosting of the Ontario Recreation Forum-Conference being held May 7-8-9 in Hamilton in an amount not to exceed \$1,200, and that this amount be charged to "Hosting of Conferences with Municipal Subject Content", account CH 55307-80040. This will be a one-time subsidy for the inaugural event which will become an annual event held here.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

At present, a balance of \$13,845 remains in the "Hosting" a/c for 1992, from the original budget of \$16,000.

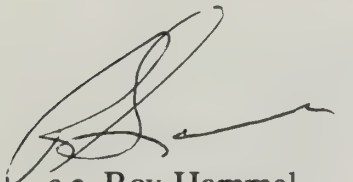
BACKGROUND:

The Society of Directors of Municipal Recreation of Ontario (S.D.M.R.O.) is an organization of over 400 members and associate members.

The Ministry of Tourism and Recreation and the Ontario Municipal Recreation Foundation will be involved in activities in Hamilton and at the Royal Botanical Gardens.

The current president of S.D.M.R.O. is Bob Sugden, the director of Culture and Recreation.

The resolution at this meeting will be to ensure this an annual event at this location.



c.c. Roy Hammel
Acting Treasurer

4.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 April 30

REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

APR 30 1992

FROM: P. Noé Johnson
City Solicitor

SUBJECT: REGULATION OF THE SALE OF GLUE

BACKGROUND:

At its meeting of March 5, 1992, the Committee asked for a report on the powers of the municipality to directly control the sale of glue to minors, or the shops which sell such substances, as a means of limiting illicit use.

DISCUSSION:

Glue sniffing by minors was raised as a concern. Many common products can be misused in the same way (such as solvents, paints and aerosols). This report applies all such products, although only "glue" may be referred to.

Authority To Licence or Regulate:

The city has no direct or indirect power to pass by-laws which could be used to address glue sniffing or glue sales. Searches of other municipalities and sources did not find any by-law on glue, and except for education carried on by health units, no other municipal action was discovered. The Municipal Act does not refer to the subject of glue use or sales. Therefor the City lacks authority to licence or regulate glue use or sales. Other licence powers cannot be used to stop sales of glue, and would not in any event apply to all stores now selling such products. Sales to minors cannot be prohibited under other powers, a matter which has been litigated and lost by many municipalities. Similarly, special legislation is not suitable, because the Federal Government has occupied the field with The Hazardous Products Act.

Even with the authority to pass by-laws, regulation would be difficult. Many ordinary products would have to be included in a law to limit abuse, and innocent uses would be affected. Access to other sources would not be limited (many household products are involved), and banning all sales is unlikely. Prosecution for illegal sales would be based on the intention of the buyer, which is unlikely to be known by the seller.

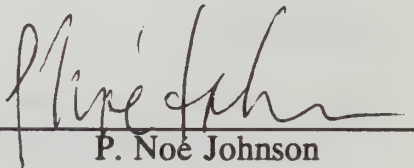
Calls for Federal or Provincial Action:

Current laws do not address the problem of glue sniffing, and are directed at accidental poisonings. Chemical changes to glue might be possible, to alter the taste or smell. General changes could be requested, to stop sales to minors, to regulate the amounts sold, or impose liability for injury. Similar laws exist for alcohol and tobacco.

Regional Authority:

The Regional police, as part of the community policing program, might speak to retailers of the concern of glue sales to minors. Information would help the police locate problem areas, which could be collected by complaint or community groups organized for the purpose. This could be referred to the police for consideration.

Education programs are carried out by various groups, and delivered mainly through schools. The Regional Health Department is assisting these efforts through the school nursing programs, and extra assistance is available on request. The Health Department has other information available to the general public. A further report might be requested from the Health Department, and dealing with expanding programs for students, adults and the sellers of glue. Although the Health Department appears to be unable to prohibit glue sales to minors, the request could be made to investigate other alternatives besides education.



P. Noé Johnson

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: P. Noé Johnson
City Solicitor
Law Department

YOUR FILE:

FROM: J. D. Thompson, Secretary
Finance and Administration Committee

OUR FILE:
PHONE:

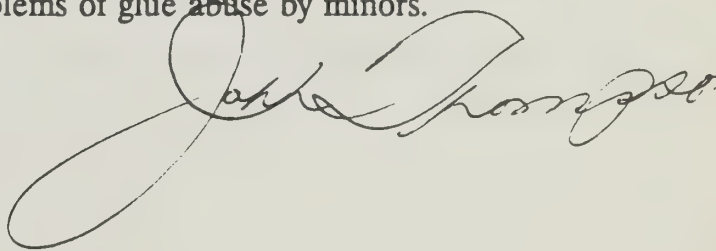
SUBJECT: Regulation of Sale of Glue

DATE: 1992 March 5

At its meeting held 1992 March 5, the Finance and Administration Committee, at the request of Alderman Don Drury, directed that the necessary research be carried out to determine any power by the municipality to directly control the sale of glue to minors, or the shops which sell such substances as a means of limiting illicit use.

It was suggested for example that the licencing provisions of the Municipal Act be examined to determine if the municipality has the power to pass a by-law restricting and controlling sales of glue.

The Finance and Administration Committee would appreciate receiving a full report on possible ways and means of addressing the problems of glue abuse by minors.



- c.c.- Alderman Don Ross, Chairperson
Finance and Administration Committee
- Alderman Bob Charters, Vice-Chairperson
Finance and Administration Committee
 - Alderman Vince Agro
 - Alderman Don Drury
 - Mr. Joe Pavelka, Acting Chief Administrative Officer

Hamilton Central Lions Club
RIDGE RAIDERS

Drum and Bugle Corps

APR 13 1992

P. O. Box 68042, Hamilton, Ontario L8M 3M7

416-575-7420 Fax: 416-575-0138

Representing:

April 6, 1992

City of Hamilton

City of Stoney Creek

Alderman Don Ross
Chairman of the Finance and Administration Committee
Hamilton City Hall
71 Main St. West
Hamilton, Ontario
L8N 3T4

Sponsored By:

Hamilton Central
Lions Club

Dear Alderman Ross:

McCabe Bros Steel
Company

Re: Showcase for Ridge Raiders Drum and Bugle Corps Trophies

The Hamilton
Foundation

Our organization is very proud to be sponsored in part by the City of Hamilton. Over the course of a season many trophies are won by the Ridge Raiders Drum and Bugle Corps. What we would like to do is have permission from City Council for a permanent display case to be set up on either the first floor or second floor. This display case would hold pictures of the Corps as well as current trophies. The reason we are approaching City Council is because we do not have our own building and it is a shame to store these trophies in a box somewhere when the people of Hamilton can share in our success.

McCoy Coach Lines

Hamilton East Lions
Club

Stoney Creek Lions
Club

We are prepared to supply our own case if necessary and will maintain the contents of the case on a regular basis.

Dofasco

Sincerely,

Veterans Cab Ltd


Lynda Hunter,
President

City of Hamilton

Bus. 575-5478
Res: 575-7420
Fax: 575-0138

City of Stoney Creek

c.c. Terry Anderson
Henry Merling

5.

Part on
F&A
agenda

TOWN OF TILLSONBURG

Municipal Offices - TOWN CENTRE MALL
200 Broadway, Second Floor

APR 24 1992

6.

April 15, 1992

✓ To leave
for 7 + A

Your Worship:

The Council of the Town of Tillsonburg recently passed two resolutions for which your support is requested. The first resolution asks that the Treasurer of Ontario roll back the sales taxes on alcohol, gasoline and tobacco to alleviate the cross-border shopping problem and to stimulate the economy of Ontario.

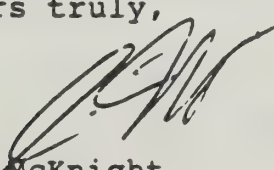
Should your Council endorse this resolution, we would urge you to have your business community hold a sales tax fax day urging the Premier and Treasurer of Ontario to reduce these taxes. The relevant fax numbers are:

Mr. Bob Rae 1-416-325-3745
Mr. Floyd Laughren 1-416-325-0374

The second resolution requests that the Ministry of the Environment promote industrial waste diversion more vigorously in an effort to reach the mandated targets for waste reduction.

Thank you for your consideration of this matter. If your municipality passes resolutions in support, we would appreciate receiving a copy.

Yours truly,

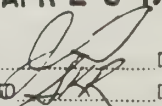


Cam McKnight
Mayor
Town of Tillsonburg

CMK:cv
Enclosures



OFFICE OF THE CITY CLERK

APR 28 1992

REC. BY  DATE 4/28
REF'D. TO  DATE 4/28
REF'D. TO _____ DATE _____
REF'D. TO _____ DATE _____

ACTION: _____



TOWN OF TILLSONBURG

NO. _____ April 13 _____, 1992

MOVED BY P. M. Rogers

SECONDED BY F. Carroll

~~AND WHEREAS~~ ~~THAT~~ WHEREAS the Treasurer of Ontario will be presenting a budget in the near future;

AND WHEREAS the Province of Ontario requires additional sources of revenue;

AND WHEREAS the problems of cross-border shopping and smuggling have hurt the border municipalities and cost the province millions in lost revenue;

THEREFORE be it resolved that the Council of the Town of Tillsonburg write a letter to the Treasurer of Ontario asking that he roll back the sales taxes on alcohol, tobacco and gasoline in the upcoming budget to stimulate the economy.

AND FURTHER THAT all Ontario municipalities, Counties and Regions be asked to consider this resolution and, in turn, send a copy of their endorsement to the Premier of Ontario.

[Handwritten signature]



TOWN OF TILLSONBURG

NO. _____

April 14, 1992

MOVED BY R. Parsons

SECONDED BY G. Leachman

AND RESOLVED THAT In the matter of the pending mandate put forth by the Minister of the Environment with respect to mandatory curbside re-cycling be activated in 1992 for municipalities of populations in excess of 5,000 people and further mandates of municipalities to divert waste to landfill in 1992 by 25% and by 50% by the year 2000.

AND WHEREAS solid waste collected at residential curbsides in municipalities across Ontario represents a much lessor amount than solid waste of industrial and commercial that ends up in the same landfill site.

AND WHEREAS recycling efforts of residents of municipalities in Ontario cannot meet the requirements of the Ministry without industry reducing waste to landfill by an equal percentage of diversion.

BE IT THEREFORE RESOLVED that the Council recommend to the Ministry of the Environment, the Honourable Ruth Greer, that her Ministry promote the plan for the required amount of diversion of waste to industry across the Province in a more vigorous manner.

CARRIED.



7.

April 21st, 1992

MEMO TO: Susan Reeder, Secretary
Finance and Administration Committee

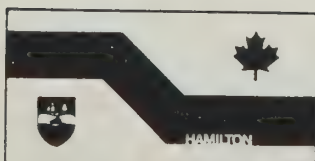
FROM: Mayor Robert Morrow *RM*

SUBJECT: CIVIC WELCOME AND LUNCHEON
FOR ROBERTA BONDAR

RECOMMENDATION: That the City of Hamilton host a reception for Roberta Bondar on the occasion of her special appearance in Hamilton on Thursday May 14th, 1992, prior to the conferral of an Honourary Doctorate by McMaster. That the charges for this civic luncheon in the amount of \$2,500.00 be charged to Account No. CH55314 - 84010.

BACKGROUND On Thursday May 14th, 1992, at 12 noon Roberta Bondar be formally received and welcomed at the front of City Hall with an audience of Members of Council, general public, school children and the media to formally welcome her to the city. Following that ceremony a luncheon for approximately 100 guests to be held at the Hamilton Convention Centre.

RMM/DC/pb.



CITY OF HAMILTON
- RECOMMENDATION -

8(a.)

DATE: 1992 April 28

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

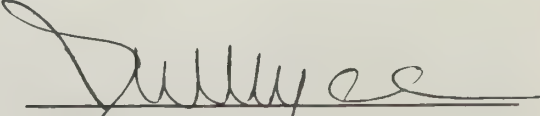
APR 30 1992

FROM: D. W. Vyce
Director of Property

SUBJECT: LaSalle Park Pavilion - Structural Feasibility Study -
Request for Funding from The City of Burlington

RECOMMENDATION:

- a) That the City of Hamilton approve of the "major capital improvements" proposed by the City of Burlington in the estimated amount of \$560,000 with respect to the restoration/structural improvements to the Pavilion at LaSalle Park, in accordance with Sections 6. and 9. of the LaSalle Park Agreement between the parties, dated March 28, 1985, subject to:
- (i) the City of Burlington agreeing to fully depreciate this "major capital improvement" expenditure to the Pavilion over a period of 20 years, which in effect means that Hamilton will not be obligated to pay to Burlington any undepreciated capital cost of this "major capital improvement" after the 20 year period as referred to in Section 24 of the Lease Agreement of March 28, 1985;
 - (ii) the funding for this "major capital improvement" being entirely at the expense of the City of Burlington in accordance with Sections 5. and 7. of the LaSalle Park Lease Agreement dated March 28, 1985;
- b) That the City of Hamilton support in principle, the City of Burlington, in its action to proceed with funding applications to all other relevant agencies, if required.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above Recommendation.

BACKGROUND:

I enclose herewith correspondence from the City of Burlington dated March 10, 1992, addressed to Mr. J. J. Schatz, City Clerk, in regard to the above.

The correspondence makes reference to a structural report on the Pavilion, prepared by Philips Planning & Engineering Limited, points out deficiencies within the building, and makes reference to the City of Hamilton as a possible funding source to assist in carrying out any remedial action. City staff have examined the Engineering Report, and on December 19, 1991, Mr. Rick Buckle of our Real Estate Division, and Mr. Tom Redmond, Chief Building Engineer of the City of Hamilton Building Department, conducted a site inspection with Burlington officials. We concur with the Consultant's structural findings and with the action taken to close the building to public access.

The Burlington staff cite three options to correcting the problem:

- (a) Demolition - cost \$50,000;
- (b) Full structural and architectural restoration - cost \$850,000 to \$1,100,000;
- (c) Structural improvements and basic renovations - cost \$560,000.

Burlington staff support the third option (c), but because of several other high profile heritage projects that the City of Burlington is involved in, all competing for budget dollars, they believe the upset limit of funding by the City of Burlington should be only \$400,000 out of the \$560,000 total estimated cost.

On March 9, 1992, Burlington City Council deferred any action on the Consultant's proposed structural and restoration improvements pending a staff report on funding and financial matters, and authorized staff to provide a copy of the Pavilion Report to the City of Hamilton for consideration as a possible source of funding.

Analysis

I also enclose for your review, a copy of the Lease Agreement dated March 28, 1985 between the City of Burlington and the City of Hamilton, with respect to the lease to Burlington of the Hamilton owned LaSalle Park lands. The most pertinent terms of the Agreement are as follows:

Paragraph 3 - Term is 40 years - computed from January 1, 1983;

Paragraph 4 - Rent is \$1.00 per annum;

Paragraph 5 - Sole use is as a public park with no charge to the public;

Paragraph 6 - No major capital improvement will be erected, constructed, placed or made at the Park unless prior approval has been obtained from Hamilton, which approval shall be at the sole discretion of Hamilton;

Paragraph 7 - Burlington shall maintain, operate, programme and manage the park at Burlington's own cost and expense;

Paragraph 9 - Burlington shall not make any alteration to existing improvements without the prior written approval of Hamilton, which approval shall be at the sole discretion of Hamilton;

Paragraph 22 - The Lease may be renewed for a further 25 years upon mutual agreement of the parties;

Paragraph 24 - In the event the Lease is terminated after 40 years without renewal or ends after any renewal period, or in the event the Lease is terminated, cancelled or ends pursuant to this agreement or law, before expiration of the 40 year term, Hamilton shall pay to Burlington, the undepreciated capital improvement cost of the major capital improvements;

Paragraphs 6 & 7 are important to note. The sole cost of maintaining the park under the Lease Agreement is Burlington's obligation. The City of Hamilton's prior approval must be sought before any major capital improvements (\$25,000 or greater) are undertaken.

It is vital to note Paragraph 24 which obligates the City of Hamilton to pay to Burlington the undepreciated capital improvement cost of major capital improvements in the event we not only terminate the Lease after 40 years, but also if we terminate the Lease after any renewal period. Before agreeing to any capital improvements to the property, Hamilton must therefore be fully cognizant of Paragraph 24 for the City of Hamilton could be obligated to pay Burlington substantial amounts of money in the event the Lease ends.

Conclusion

The Lease Agreement is quite clear. Burlington is responsible for maintaining the park and all buildings located therein, at its sole cost. Burlington is solely responsible for funding "major capital improvements". Burlington must seek the City of Hamilton's approval to alter existing improvements or make "major capital improvements" which approval shall be at the sole discretion of the City of Hamilton.

As the Director of Property and one of Council's staff advisors, it is my opinion that the City of Hamilton should not join in the funding of this project. The property, although Hamilton owned, is under a long term lease to Burlington, and since the park is within the limits of the City of Burlington, it is the Burlington residents that actually benefit the greatest. To the best of my knowledge Hamilton solely funds all its parks within its geographic boundaries. The lease was prepared in good faith by both parties. Hamilton has leased an extremely valuable property to Burlington for forty years at \$1.00 per year, in return for Burlington's agreement to operate and maintain the park at Burlington's expense.

Furthermore, there are no funds set aside for this project in our Capital Budget for 1992 - 1996. The budget is already extended to the limit. If this Pavilion Project were to be introduced into our Capital Budget, another Hamilton project would have to be deleted.

If Hamilton City Council does not concur with our recommendation, herein, but was prepared to consider assisting in the funding of this project, we would suggest it do so only if an entire new long term lease agreement respecting the lands be entered into which could include, but not be limited to, land rental payment greater than \$1.00 per annum and perhaps more in line with "market" rent, amendments to the term/renewal of the lease, and the obligation of the City of Hamilton to pay for the undepreciated capital improvement cost of major capital improvements.

1992 April 28

Finance and Administration Committee

Page 5

encls.

c.c. J. Pavelka, P. Eng., Acting Chief Administrative Officer

P. Noé Johnson, City Solicitor

R. Buckle, Chief Appraiser, Property Department

R. Sugden, Director, Culture & Recreation

D. Lobo, Acting Director, Public Works

Attention: R. Chrystian

L. King, Building Commissioner, Building Department



The Corporation of the
City of Burlington

City Hall:
426 Brant Street, Burlington, Ontario, Canada
Mailing Address:
P.O. Box 5013, Burlington, Ontario, Canada L7R 3Z6

Telephone: 416-335-7749
Fax No.: 416-335-7881

OFFICE OF THE CITY CLERK	
MAR 11 1992	
REC. BY: <i>DL</i>	DATE: 11/03
REF'D. TO: <i>2.2.1</i>	DATE: 11/03
REF'D. TO: _____	DATE: _____
REF'D. TO: _____	DATE: _____
ACTION: _____	

March 10, 1992

Mr. J. J. Schatz
City Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Joe
Dear Mr. Schatz:

SUBJECT: LaSalle Park Pavilion - Structural Feasibility Study
File: 502-02-123/175

The Council of the Corporation of the City of Burlington at its regular meeting held on March 9, 1992 enacted the following resolution being Item No. CC-56-92:

THAT the structural report for the La Salle Pavilion dated October 4, 1991 prepared by Philips Planning and Engineering be received;

and that the Consultant's proposed structural and restoration improvements be deferred pending a staff report on funding and financial matters;

and that the Parks and Recreation Department investigate funding sources and submit grant applications relevant to Option 3 as outlined in Report PR 7/92, dated January 31, 1992;

and that the pavilion be closed for public use and access;

and that Philips Planning and Engineering be retained to review the condition of the pavilion every 3 months and report to staff;

and that the Consultant's fee be charged to Account # 114-0500-3790, funded from Park Dedication Reserve Fund;

and that Report PR 7/92, dated January 31, 1992 be forwarded to the City of Hamilton for consideration;

and that Mayor Mulkewich, Alderman Greenaway and Alderman MacIsaac form a Committee to review funding sources for the restoration of the pavilion.

In accordance with the last paragraph of the above recommendation, I have enclosed a copy of the Parks and Recreation Department Report PR-7/92, dated January 31, 1992. Please forward this recommendation and attached report to the appropriate Standing Committee of the City of Hamilton for consideration.

Yours truly,

Helen MacRae
EXECUTIVE DIRECTOR,
INFORMATION SERVICES, AND CITY CLERK

LB/lm
Enclosure
1690(9)-ZCL1

cc: Mr. J. Olmstead, Director of Parks and Recreation

CC - 56 - 92
CITY OF BURLINGTON

REPORT PR 7/92

January 31, 1992

The Chairman and Members
of the Community and Corporate Services Committee

Subject: La Salle Park Pavilion
 Structural Feasibility Study
 File: 570.02-123/175

RECOMMENDATION:

THAT the structural report for the La Salle Pavilion dated October 4, 1991 prepared by Philips Planning and Engineering be received;

and that the Consultant's proposed structural and restoration improvements be deferred pending a staff report on funding and financial matters;

and that the Parks and Recreation Department investigate funding sources and submit grant applications relevant to Option 3 as outlined in Report PR 7/92;

and that the pavilion be closed for public use and access;

and that Philips Planning and Engineering be retained to review the condition of the pavilion every 3 months and report to staff;

and that the Consultant's fee be charged to Account # 114-0500-3790, funded from Park Dedication Reserve Fund;

and that Report PR 7/92 be forwarded to the City of Hamilton for consideration.

REPORT

PURPOSE:

The purpose of this report is:

1. To advise Council on the history and current status of the La Salle Park Pavilion.
2. To outline the key findings and recommendations of the structural report on the pavilion which was prepared by Philips Planning and Engineering Limited.
3. To make recommendations regarding the future use of the pavilion.

In June 1991, staff issued "Requests for Proposals" to a number of consulting firms that specialize in restoration work. The "Terms of Reference" concentrated only on Phase 1, the structural integrity of the pavilion. Phase 2, the architectural/heritage component of the project is pending the results of the structural review and funding availability.

The firm of Philips Planning and Engineering Limited was awarded the Structural Study, Phase 1, based on their coverage of the Terms of Reference, their familiarity with the building, the experience of their project team and their quotation.

The consultant organized his services for the project into three parts. Part I involves carrying out a structural assessment/survey of the building, providing construction recommendations, estimating construction costs, investigating funding sources and reporting on all of these aspects.

Part 2 involves preparing detailed design drawings, working drawings, tender documents/specifications and providing guidance during the tendering stage and the awarding of the construction contract.

Finally, Part 3 involves reviewing construction work on a periodic basis and providing construction status reports. The consultant proceeded with Part 1 of the project in August, 1991.

STRUCTURAL REPORT - PART 1:

On October 4, 1991, Philips Planning and Engineering submitted a structural report on the pavilion which covers Part 1 of the project. The report includes a structural assessment of the building, construction recommendations, construction cost estimates & funding alternatives for the project. The report was circulated to various City Departments, Burlington L.A.C.A.C. and the City of Hamilton for review and comment. The following is a summary of the consultants structural review.

Main Floor Framing and Support:

The main floor slab consists of 4" x 8" reinforced concrete ribs (joists) at 16" centre, formed together with a 2" concrete topping and filled with terra cotta clay tile and concrete. The main floor slab rests on the building's concrete foundation walls and also on 14" x 24" reinforced concrete beams which are supported by 30" x 30" concrete piers on footings. Most of the area beneath the main floor is crawl space with the exception of the basement washrooms on the west side of the building and the workshop area on the east side.

The following conditions were noted by the consultant:

- Clay tiles have broken and fallen from the underside of the floor. (False ceilings have been erected in the public washrooms and workshop to protect users from falling debris).
- Concrete ribs (joists) have cracked and spalled, leaving reinforcing steel exposed in many areas of the underside of the main floor.
- Exposed reinforcing steel is extremely corroded.
- Supporting beams exhibit shear failure.
- Severe cracking and movement is evident on the concrete topping (floor).
- The addition of the concrete block walls for the main floor washroom needs to be addressed. The walls are currently supported on the concrete floor slab. This support is insufficient and needs to be extended down to a suitable bearing strata.
- The overall deterioration of the main floor and supporting structure is such that the carrying capacity for self weight is questionable.
- Immediate closure was recommended by the Consultant based on the above findings.

Burlington L.A.C.A.C. - Funding may be available through the Burlington Community Heritage Fund to a maximum grant of \$15,000.00.

City of Hamilton and Hamilton L.A.C.A.C. - Funding from these sources would be contingent on a formal submission outlining the project and the possible benefits that the City of Hamilton may receive.

Federal Government - Grants available through the Federal Heritage Building Review Programme of Environment Canada. Such funding however is limited to buildings that have been designated as being of national historic importance.

Ontario Lottery Corporation - This organization does not distribute financial aid or grants for any project directly, but distributes funds through the appropriate Ministry of the Ontario Provincial Government.

In summary, possible funding sources for this project are the Ministry of Culture and Communications, the Burlington Community Heritage Fund and the City of Hamilton. However grant approvals depend on the eligibility of the project and on the availability of funds in the programmes at the time of submission. No funding is guaranteed at this point in time.

BUILDING CLOSURE:

Following receipt of the Consultant's report the Parks and Recreation Department, in consultation with the Building and Engineering Departments, closed the pavilion on October 18, 1991. Protective hoarding was installed around the pavilion to prevent entry and use of the building. Subsequently, City of Hamilton officials inspected the pavilion on December 19, 1991 and indicated that they concur with the Consultant's structural findings and with the closure of the building.

STAFF COMMENTS:

As indicated, staff's original proposal was to restore the pavilion in 2 phases. Phase 1 was aimed at restoring the structural integrity of the pavilion in order to permit safe use of the main floor and basement. Phase 2 was aimed at restoring the original architectural features of the pavilion and reconstructing the second floor for full public access.

The consultant's report presents three different options for the pavilion based on the structural findings. The following is a review of the Consultant's options and the implications of each.

Option 1 - Demolition:

This option involves closing and eventually demolishing the pavilion. The estimated cost of demolition is \$50,000.

Advantages:

- Public safety concerns would be eliminated.
- High maintenance costs would be eliminated.
- Lowest cost option.

Disadvantages:

- A building which has some historical and architectural significance would be lost to the community.
- The washrooms, concession stand and maintenance facilities which support current activities and programs within the park would be lost and would have to be accommodated immediately through some other means. This would impact the Department's operating budget.
- Several special events which are held at La Salle Park may be eliminated or relocated as a result of the loss of the pavilion.

REPORT NO. PR 7/92 (Page 6)Option 2 - Full Structural And Architectural Restoration

This option aims to complete all of the necessary structural and architectural improvements simultaneously under one contract and in one continuous working period. This option includes heritage restoration and would open the pavilion for full public access.

The estimated cost of the structural improvements is \$530,000. The design costs would be approximately \$70,000. The cost of the architectural improvements and reconstruction of the second floor may range between \$250,000 and \$500,000. The total cost of this project may range between \$850,000 to \$1,100,000.

Advantages:

- The pavilion would be saved for future generations to enjoy.
- Full public access would be achieved.
- Full architectural restoration would bring back the original style and character of the facility. A more attractive facility would be produced.

Disadvantages:

- A high level of maintenance will be required due to the pavilion's open style and exposure to the elements. The architectural/heritage features will also require periodic maintenance.
- There are limited uses for the second floor.
- This is the highest cost option (\$850,000 - \$1,100,000).
- Investment of a large sum of money into a facility and property which is not owned by the City of Burlington.

Option 3 - Structural Improvements and Basic Renovations:

This option aims to rehabilitate the pavilion to support the required loading capacities for its current occupancy, namely full public access on the main level and basement and no access or storage on the second level. The estimated cost of the structural improvements is \$530,000. The design cost is approximately \$30,000. The total cost of this option is \$560,000.

This option is consistent with staff's Terms of Reference which concentrates only on structural restoration. Option 3 therefore represents Phase 1 of the La Salle Restoration Project.

Advantages:

- The pavilion would be safe for public access.
- This option would give the City more time to budget and plan for Phase 2.
- Relocation of present services (i.e washrooms, concession, etc.,) would not be required.

Disadvantages:

- A high level of maintenance will be required due to the pavilion's open style and exposure to the elements.
- Although the structural integrity is resolved, the pavilion will not have any increased potential.

Staff Position:

At this time, staff are not prepared to bring forward any option or course of action until a funding study has been completed. The financial details are discussed in greater detail in the next section of the report.

Further, the Parks and Recreation Department advises that if demolition were the eventual fate of the pavilion (Option 1), then construction of a new facility at La Salle Park should be considered. The estimated cost of developing a new facility which includes public washrooms, a concession, a utilities/storage room and a public area is \$350,000. A new building would have a longer life and reduced operational and maintenance costs.

FINANCIAL IMPLICATIONS:

The Parks and Recreation Department has \$144,360 designated for the restoration of the pavilion under two capital accounts. There is \$116,603 available in the La Salle Pavilion Construction Account #114-0710 (funded by the P.D.R.F.) and \$27,757 in the La Salle Pavilion Study Account, #114-0500 (also funded by the P.D.R.F.).

It should be noted that the La Salle Pavilion Restoration Project is currently competing with several high profile heritage projects for budget dollars, namely Joseph Brant Museum, Ireland House and the McNichol House. As such staff propose that the City of Burlington's financial commitment to the La Salle Pavilion Restoration Project be limited to the cost of replacing the pavilion with a new facility. Therefore, the upset limit of funding by the City of Burlington would be \$400,000 (\$50,000 for demolition and \$350,000 for the construction of a new facility).

1992 Budget:

The 1992 budget does not include additional funding for the La Salle Pavilion. The final report and detailed cost estimates for the structural restoration were unavailable at budget preparation. The severity of the findings and the amount of work required were not foreseen until the Consultant's review was completed.

In order to meet a funding commitment of \$400,000, an additional \$255,640 is required. Included in the 1992 budget is \$210,000 for the reconstruction and paving of the La Salle Park parking lot which could be re-designated to the Pavilion Account. An additional \$45,640 would be required from some other Corporate source to achieve the City's funding commitment.

Given the City's proposed spending limit of \$400,000 an additional \$450,000 to \$700,000 would have to be secured from external sources to carry out Option 2 (full structural and architectural restoration).

A total of \$160,000 would have to be secured externally to carry out Option 3 (structural restoration).

Although the cost of developing a new facility is \$400,000 there may be a possibility for funding assistance.

CONCLUSION:

Staff are not prepared to recommend any course of action with respect to the restoration or replacement of the La Salle Pavilion until a funding study has been completed. Staff require authorization from both the Hamilton and Burlington City Councils to proceed with funding applications to all relevant agencies. Staff propose that the funding applications be based on Option 3 as this approach is consistent with staff's Terms of Reference for the project.

Further, staff recommend that the pavilion remain closed for a period of 12 months which will allow ample time for any private interest groups to come forward with funding. The Consultant will be requested to check the condition of the pavilion every 3 months and report back to the City.

Should the Consultant find that the pavilion has deteriorated to an emergency state, then staff will report back to Council immediately.

The Parks and Recreation Department has installed permanent hoarding around the pavilion to prevent entry and use of the building.

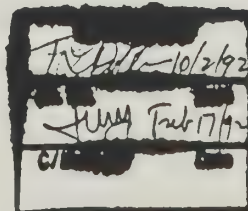
Respectfully submitted,

J. Seferiades

James D. Seferiades
Park Planner

James E. Olmstead

James E. Olmstead
Director of Parks & Recreation



JS:er
2265

APPENDIX 2

LASALLE PARK PAVILIONStructural Renovations (Option 3)
Construction Cost Estimate Summary

Item	Estimated Cost
Demolition of main level slab	\$111,080.00
Removal/Disposal of rubble	8,640.00
Temporary bracing of columns	10,000.00
Excavation for new footings	400.00
New retaining walls and footings	13,510.00
Backfill under slab-on-grade	20,500.00
New concrete slab-on-grade	16,315.00
New concrete suspended slab	44,655.00
New block walls (main and lower levels)	14,005.00
New timber framing (replacement)	9,400.00
Second floor and roof repairs	37,200.00
Painting	5,000.00
Electrical	22,500.00
Mechanical	30,500.00
Allowances	47,000.00
Sub-total	\$390,705.00
10% Profit	\$ 39,070.50
10% Overhead	42,977.55
7% Goods and Services Tax	33,092.71
TOTAL (1991 prices)	<u>\$505,845.76</u>
5% inflation	\$ 25,292.29
GRAND TOTAL (1992)	<u>\$531,138.05</u>
(Rounded)	\$530,000.00

B E T W E E N:

THE CORPORATION OF THE CITY OF HAMILTON, the Lessor
(hereinafter referred to as "Hamilton")

OF THE FIRST PART,

- and -

THE CORPORATION OF THE CITY OF BURLINGTON, the Lessee,
(hereinafter referred to as "Burlington")

OF THE SECOND PART.

WHEREAS Burlington desires to lease from Hamilton the property municipally known as and hereinafter referred to as "La Salle Park," which is located in Burlington, for the sole purpose of a public park and related public park uses;

WHEREAS the Council of the Lessor at its meeting on the 26th day of March 1985 in adopting Item 3 of the 5th Report of the Parks and Recreation Committee authorized the lease herein granted.

WHEREAS the Council of the Lessee at its meeting on the 25th March, 1985, authorized the lease herein granted.

WITNESSETH that in consideration of the rents, covenants and agreements hereinafter reserved and contained, the parties hereto covenant and agree as follows:

DEFINITIONS

1. In this Lease the following definitions apply:

- (a) "Improvement" means any building as defined in the Building Code Act, R.S.O. 1980, c. 51, as amended, and any service, landscaping, grading, erosion control, parking lot, pool, dock, breakwall, or any other work, the value of which is less than \$25,000.00 (as adjusted annually on January 1st by the Southam Construction Index) as determined by Burlington.
- (b) "Major Capital Improvement" means any improvement, the value of which is estimated to be \$25,000.00 (as adjusted annually on January 1st by the Southam Construction Index) and over. The estimated value shall be determined by Burlington's Chief Building Official and approved by Hamilton's Chief Building Official. The existing boating and sailing clubhouse shall be deemed to be a major capital improvement with a value of \$102,000.00.
- (c) "Undepreciated Capital Improvement" means the original cost of any major capital improvement less depreciation calculated at the capital cost allowance rate provided for the particular type of major capital improvement in the Income Tax Act or Regulations, as amended.
- (d) "Existing Improvements": concrete pier, pavilion, wading pool, wading pool pump and filter building.

2. Hamilton doth hereby demise and lease unto Burlington all that land, water lots, docks, buildings, messuage or tenement, situate, and lying in the City of Burlington as set out in Schedule "A" attached hereto and hereinafter referred to as "La Salle Park" in accordance with the terms as hereinafter set out.

TERMS

3. To have and to hold the said demised and leased premises, improvements and major capital improvements for and during the term of 40 years to be computed from the 1st day of January, 1983.

RENT

4. Yielding and paying therefore the sum of \$1.00 per year during the said term, due and payable in advance on the 1st day of August each year during the said term.

USE	<p>5. Subject to the covenants contained in this lease, Burlington shall have the exclusive right to maintain, operate, programme and manage La Salle Park at Burlington's own cost and expense for the sole purpose of a public park and related public park uses, which park shall be for outdoor recreational activities only and open to the public at all reasonable times at no charge.</p>
	<p>A. <u>LESSEE'S COVENANTS:</u></p> <p>The Lessee covenants and agrees with the Lessor as follows:</p>
MAJOR CAPITAL IMPROVEMENTS	<p>6. That no major capital improvement will be erected, constructed placed or made at La Salle Park unless prior approval has been obtained from Hamilton which approval shall be at the sole discretion of Hamilton.</p>
OBLIGATION	<p>7. That Burlington shall maintain, operate, programme and manage La Salle Park at Burlington's own cost and expense for the sole purpose of a public park and related public park uses which park shall be for outdoor recreation activities only and with the exception of the boating and sailing clubhouse open to the public at all reasonable times. The City shall not charge for admission into the park grounds.</p>
NAME	<p>8. That the name of the property which is the subject of this lease, shall continue to be La Salle Park, and that such name shall not be changed by the Lessee.</p>
EXISTING IMPROVEMENTS	<p>9. That Burlington shall not make any alteration to existing improvements without the prior written approval of Hamilton, which approval shall be at the sole discretion of Hamilton.</p>
DAMAGE TO PREMISES	<p>10. To make good or compensate the Lessor for any damage to the premises or existing improvements caused by the act, negligence, reckless or wilful misconduct of the Lessee's servants, agents, employees, licensees or invitees and Lessor shall not be responsible for the repair of such damage to the premises which shall be the responsibility of the Lessee.</p>
WASTE	<p>11. Not to do or suffer any waste, damage, disfiguration or injury to the existing improvements or the fixtures and equipment thereof. Hamilton shall have the right to repair, and charge to Burlington as additional rent on the first day of the next following month the cost of, any such waste, damage, disfiguration or injury.</p>
ASSIGNMENT	<p>12. Not to assign this Lease or sublet the premises or any part thereof without the consent of Hamilton which consent shall be at the sole discretion of Hamilton.</p>
INDEMNIFI- CATION	<p>13. To indemnify and save harmless the Lessor from and against all actions, causes of action, interest, claims, demands, costs, damages, expenses and loss in connection with loss of life, bodily injury or damage to property arising from or out of the occupancy or use by the Lessee of the premises or of any part thereof, or arising through any act or omission of the Lessee or any assignee, sub-tenant, agent, contractor, servant, employee, invitee or licensee of the Lessee.</p>
NOT TO CONTRAVENTE LESSOR'S INSURANCE	<p>14. After Notice not to do or omit or permit to be done or omitted on the premises or keep or suffer to be kept anything in, or upon or about the premises which will contravene Lessor's policies insuring against loss or damage by fire or other hazards (including without limitation, Public Liability), or which will prevent Lessor procuring such policies in companies acceptable to the Lessor or which shall cause the rate of insurance upon the premises to be increased. After notice if anything done, omitted to be done or suffered to be done by Lessee or kept or suffered to be kept by Lessee, in, upon, or about the premises shall cause the rate of fire or other insurance on the premises or other property of Lessor in companies acceptable to the Lessor to be increased beyond the minimum rate from time to time applicable to the premises for the use permitted under this</p>

Lease Agreement or to any other property for the use or uses made thereof, the Lessee will pay, as additional rent, the amount of any such increase upon Lessor's demand and such amount shall be deemed to be additional rent hereunder. The Lessee is not liable for normal insurance premium increases.

COMPLIANCE
WITH
STATUTES

15. To comply with all provisions of law including, without limitation, all federal and provincial legislative enactments, municipal regulations which relate to the premises or to the use or occupation thereof or to the making of such repairs, replacements, additions, changes, substitutions or improvements of or to the premises or any part thereof as the Lessee may be responsible for pursuant to the provisions of this Agreement.

DANGEROUS
USES

16. Not to use or permit the use of any part of the premises for any dangerous, noxious or offensive trade or business or cause or permit any nuisance in, at or on the premises for any dangerous, noxious or offensive trade or business or cause or permit any nuisance in, at or on the premises.

LIENS

17. Not to suffer or permit during the term hereof any mechanic's liens or other liens for work, labour, service or materials ordered by Lessee for the cost of which Lessee may be in any way obligated to attach to the premises or to the building, structures, and equipment and that whenever and so often as any such liens shall attach or claims therefore shall be filed, the Lessee shall within thirty (30) days after the Lessee has notice of the claim or lien procure the discharge thereof by payment or by giving security or in such other manner as is or may be required or permitted by law. In the event that the Lessee shall fail to cause any such lien forthwith to be discharged after being notified of the filing thereof, then in addition to any other right or remedy of the Lessor, the Lessor may, but shall not be obligated to discharge the same by paying the amount claimed to be due, and the amount so paid by the Lessor and all costs and expenses incurred by the Lessor in procuring the discharge of such lien, shall be due and payable by the Lessee as additional rent on the first day of the next following month.

B. LESSOR'S COVENANTS:

The Lessor covenants and agrees with the Lessee as follows:

TITLE

18. That there are no agreements, licences or leases held by any person, other than Burlington, for or at La Salle Park.

ASSIGNMENT

19. That it will not grant any agreement, licence or lease to any person, other than Burlington, for or at La Salle Park or assign this Lease.

C. GENERAL COVENANTS:

TERMINATION

20. This Lease shall terminate at the end of the original term hereof, or any extension or renewal hereof without the necessity of any notice from either Lessor or Lessee to terminate the same.

OVERHOLDING
LESSEE

21. If the Lessee, with the consent of the Lessor, remains in possession of the premises after the date fixed for the expiration of the term or any renewal thereof without any further written agreement, the Lessee shall be deemed to be a tenant from month to month at the monthly rental of \$1.00 per month and on the terms and conditions contained in this Lease, except as to length of tenancy. The month to month tenancy created thereby may be terminated at any time by not less than sixty (60) days' written notice from either party.

RENEWAL

22. The Lease may be renewed for a further term of 25 years upon mutual agreement of the parties.

REMOVAL
OF
IMPROVE-
MENTS

23. Burlington has the right to remove all improvements, except major capital improvements and existing improvements, during the term, renewal or continuation of this Lease and within 90 days

thereafter provided Burlington restores the land to a graded and safe condition and repairs any damage. If Burlington does not remove the improvements, they shall remain at La Salle Park and belong to Hamilton. Notwithstanding the termination or expiration of this lease, any, outstanding obligation of the Lessee shall remain the responsibility of the Lessee.

O.M.B.
APPROVAL

24. In the event this Lease is terminated after 40 years without renewal or ends after any renewal period, or in the event this Lease is terminated, cancelled or ends pursuant to this agreement or law, before expiration of the 40 year term, Hamilton shall pay to Burlington the undepreciated capital improvement cost of the major capital improvements.

BREACH
OF
COVENANTS

26. No condoning, excusing or overlooking by the Lessor or Lessee of any default, breach or non-observance by the Lessees or the Lessor at any time or times in respect of any covenant, proviso, or conditions, herein contained shall operate as a waiver of the Lessor's or the Lessee's rights hereunder in respect of any continuing or subsequent default or breach, and no waiver shall be inferred from or implied by anything done or omitted by the Lessor or the Lessee save only express waiver in writing. All rights and remedies of the Lessor contained in this Lease shall be cumulative and not alternative.

NOTICE

27. Any notice to be given pursuant to the provisions of this Lease shall be deemed to be properly given if in writing and delivered personally or mailed by prepaid registered mail as follows:

(a) if to the Lessor:

The Corporation of the City of Hamilton
City Hall
71 Main Street West
P. O. Box 2040
Hamilton, Ontario
L8N 3T4

Attention: City Clerk's Department

(b) if to the Lessee:

The Corporation of the City of Burlington
City Hall
426 Brant Street
Burlington, Ontario
L7R 2G2

Attention: City Clerk's Department

(c) such other address of which the party to be notified shall have given to the other party in accordance with this paragraph;

and any notice so mailed shall be deemed to have been received by the Lessor or Lessee, as the case may be, on the second day after the mailing thereof, and in the case of personal delivery, at the time of such delivery.

TIME OF
ESSENCE

28. It is expressly stipulated and agreed that time shall be of the essence of this Lease.

MODIFICA-
TION

29. This Lease constitutes the whole agreement between the parties. There are no terms, obligations, covenants or conditions other than contained or referred to herein. No modification or variation thereof shall be deemed valid unless evidenced by agreement in writing.

ACCEPTANCE

30. The parties hereby accept this Lease subject to the conditions, restrictions and covenants above set forth.

31. The Lessor and the Lessee agree that all of the provisions of this Lease are to be construed as covenants and agreements as though the words importing such covenants and agreements were used in each separate paragraph hereof. Should any provision or provisions of this Lease be illegal or not enforceable, it or they shall be considered separate and severable from the Lease and its remaining provisions shall remain in force and be binding upon the parties hereto as though the said provision or provisions have never been included.

BINDING

32. This Lease and everything herein contained shall operate to the benefit of and be binding upon the respective administrators, successors, assigns and other legal representatives as the case may be of each of the parties hereto, and every reference herein to any party hereto shall include the administrators, successors, assigns and other legal representatives of such party.

CAPTIONS

33. The captions appearing at the beginning of each of the paragraphs of this Lease are for reference only and are not to be considered a part of this Lease.

GLSTRATION

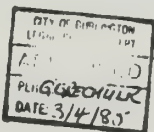
34. The Lessee shall, at its expense, register a copy of this Lease in the appropriate Land Registry Office and provide a duplicate registered copy to the Lessor.

IN WITNESS WHEREOF Hamilton and Burlington have caused their corporate seals to be affixed and attested by their proper officers in that behalf.

SIGNED, SEALED AND DELIVERED)
in the presence of:)

THE CORPORATION OF THE
CITY OF HAMILTON

APPROVED
AS TO FORM
Not
In Kar
CITY SOLICITOR



Mayor

City Clerk

THE CORPORATION OF THE
CITY OF BURLINGTON

Mayor

City Clerk

Those lands and premises located in the City of Burlington, in the Regional Municipality of Halton, in the Province of Ontario and being composed of all of Lots 116 and 117, Registered Plan 629 E.F.; PARTS of Lots 5, 6 and 7, Broken Front Concession, in the geographic Township of East Flamborough; designated as

PARTS 1 (being PART of Lot 6, Broken Front Concession),

2 (being PARTS of Lots 6 and 7, Broken Front Concession),

4 (being PART of Lot 7, Broken Front Concession),

5 (being PART of the Water Lot in front of Lot 7, Broken Front Concession) and

6 (being all of Lots 116 and 117, Registered Plan 629 E.F.)

7 (being PART of Lot 5, Broken Front Concession) and

8 (being PART of Lot 5, Broken Front Concession)

as shown on a Reference Plan deposited in the Land Registry Office for the Registry Division of Halton (No. 20) as Plan 20R-6344.

CITY OF HAMILTON
- RECOMMENDATION -

8(b.)

DATE: 1992 April 24

APR 24 1992

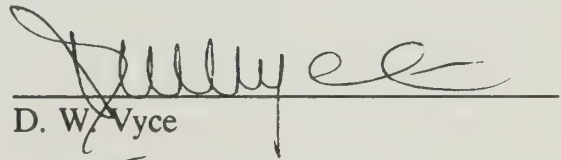
REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Ontario Hydro Lighting Retrofit Proposal - City Hall
Property Department Space - 1st Floor

RECOMMENDATION:

- a) That authorization be given to the Director of Property to proceed with the re-lamping of the Property Department space on the first floor of City Hall, utilizing new T-8 lamp and electronic ballast technology in conjunction with Ontario Hydro and at no cost to the City.
- b) That the Director of Property be authorized to initially pay for electrical retrofit at an estimated cost of \$11,400 with total reimbursement being directed to the City from Ontario Hydro once the project is completed.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

In December of last year, Mr. Robert Desnoyers, Assistant Manager of our Building Operations & Maintenance Division, met with Mr. Jim Connell, Commercial Energy Supervisor of Ontario Hydro, to discuss the possibility of re-lamping a section of City Hall to a new T-8 lamp and electronic ballast technology. As outlined in the attached memo dated February 3, 1992, the purpose of doing so was to provide a test area for this new energy saving product in order to assess it's performance.

Ontario Hydro has proposed to cover the entire cost of this retrofit. In return, they wish to make reference to this project in the various periodicals on energy management that they circulate. Furthermore, it is their desire that this project will provide a basis for similar future projects for the Corporation under Ontario Hydro's energy management incentive programs.

The Central Utilities Plant is quite familiar with Ontario Hydro's incentive programs and have taken advantage of the financial incentives on a number of occasions over the past five years, resulting in substantial savings for the City. We believe it is the relationship that we have established with Ontario Hydro that has prompted this recent proposal and recommend we take advantage of the offer.

It is proposed that the retrofit take place within the space of the Property Department: Real Estate and Architectural Divisions on the first floor of the building.

The details are as follows:

Retrofit proposed for the Real Estate and Architectural offices	
Estimated cost of project	\$11,400.00

This will go through purchasing for competitive pricing.
Account number project will be charged to **CH 57117 31102**
and credited once reimbursement is received from Ontario Hydro

Projected utility savings as a result of the retrofit	\$ 1,500.00
-------------------------------------------------------	-------------

It is clear from the information provided herein, that this is a no risk, no cost venture for the Corporation.

1992 April 24

Finance and Administration Committee

Page 3

attch.

c.c. J. G. Pavelka, P.Eng., Acting Chief Administrative Officer

R. Swan, Manager, Building Operations & Maintenance

R. Swan, Manager, Building Operations & Maintenance

Attention: R. Desnoyers

R. Hammel, Acting City Treasurer

T. Bradley, Manager of Purchasing

M. Watson, Manager, Real Estate Division

R. Martiniuk, Manager, Architectural Division



1001 Champlain Ave., Suite 400, Burlington, Ontario L7L 5Z4

February 3, 1992

File: 572.4

City of Hamilton

City Hall

Attn: Mr. R. Desnoyers
Asst. Mgr. - Property Dept.
Building Oper. & Mtce.

71 Main Street West

HAMILTON, Ontario L8N 3T4

Dear Bob:

Re: Lighting - Property Department - City Hall

I have reviewed the proposal from MacIntyre Electric regarding conversion from T12-40W fluorescent lamps to T8 lamp and electronic ballast for the above-noted office area.

As agreed, the intent is to utilize this area as a demonstration of performance and reliability of T8 fluorescent lamps and attending electrical energy savings.

Ontario Hydro will pay for the cost of this specific project as per attached quotation dated December 5, 1991, MacIntyre Electric, totalling \$11,383.00. Funding will be paid to the City of Hamilton based on invoices received from MacIntyre Electric.

It is my hope that this project will allow us to investigate and implement conversion of all city buildings to T8 lighting systems. Therefore, let's proceed with the project as soon as possible and if you have any questions regarding the above, please do not hesitate to contact me at 416-332-2509.

Regards,

R.J. Connell
Commercial Energy Supervisor
Customer Energy Services
Hamilton Field Office

Enc



MacINTYRE ELECTRIC LTD.

98 Bigwin, Unit 4, Gr. Box 27, Hannon, P.O., Hamilton, Ontario L0R 1P0

• Tel: 574-3611 • Fax: 574-9476

December 5, 1991

City of Hamilton
Property Maintenance Dept.
71 Main Street West
Hamilton, Ontario
L8N 3T4

ATTENTION: Mr. Bob Desnoyers

Dear Sir:

RE: CITY HALL, Property Development Dept. - Lighting

We wish to provide you with a revised quotation to provide all necessary labour, materials and equipment to complete the following work at the subject location. Please disregard our quotation of December 2, 1991 regarding the electronic ballasts.

TO INSTALL ELECTRONIC BALLASTS ON 74 2' x 4'
EXISTING FIXTURES AND 17 2' x 2' EXISTING FIXTURES,
COMPLETE WITH T 8 LAMPS.

ALL FOR THE SUM OF \$11,383.00
(Eleven Thousand, Three Hundred and Eighty-Three Dollars)

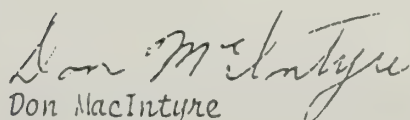
GOODS AND SERVICE TAX EXTRA @ 7%, Registration Number R101449924

Please see attached sheet showing the energy savings and rebate information.

We trust that you will find the above in order. Should you have any questions concerning this quotation, please don't hesitate to call our office.

Yours truly,

MACINTYRE ELECTRIC LTD.


Don MacIntyre
President

DM:mc

Enclosure



MacINTYRE ELECTRIC LTD.

98 Bigwin, Unit 4, Gr. Box 27, Hannon, P.O., Hamilton, Ontario L0R 1P0

• Tel: 574-3611 • Fax: 574-9476

SUBJECT: *City Hall*
Energy Saving Ballasts

DATE: *December 5, 1991*

One to one change to electronic ballast T8 octron lamps

EXISTING:

74 - 4L 4' fluorescent	74 x 186	=	13,764W
17 - 2L 4' U fluorescent	17 x 93	=	1,581W
Total Demand			15,345W

PROPOSED: Electronic T8

74 - 4L 4' electronic T8	74 x 106	=	7,844W
17 - 2L 4' U electronic T8	17 x 53	=	901W
Total Demand			8,745W

ANNUAL ENERGY SAVING:

$(15,345 - 8,745) \times 0.05 \times 3000$	=	\$990.00
<u>1,000</u>		

INCENTIVE FROM ONTARIO HYDRO (To be confirmed)

74 x \$50.00	=	\$3,700.00
17 x \$35.00	=	\$ 595.00
** Total	=	\$4,295.00

** Note: *Incentive limited to half the total cost of the retrofit.*

9(a.)

CITY OF HAMILTON
- RECOMMENDATION -

APR 30 1992

DATE: 1992 April 30

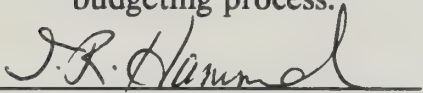
REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: HAMILTON SPCA - PROVISION FOR FUNDING
OFFICE EQUIPMENT, MOTOR VEHICLE,
COMPUTERS, ETC.

RECOMMENDATION:

- 1) that the 1992 requirement of the Hamilton Society for the Prevention of Cruelty to Animals (H.S.P.C.A.) for the provision to purchase office equipment, motor vehicle, computers and like items in the amount of \$50,240 be financed from the Reserve for H.S.P.C.A. Capital Projects;
- 2) that the H.S.P.C.A. be requested to include the specific funding requirement for the purchase or replacement of motor vehicle, computer, office equipment, etc. in the current operating budget for 1993 and future years to be considered during the City's budgeting process.


I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above.

BACKGROUND:

Enclosed is a letter from the H.S.P.C.A. dated April 27, 1992 outlining the details of their request.

The City has approved the H.S.P.C.A. 1992 Current Budget in the amount of \$830,890, same as the 1991 level. In 1991 the City provided \$47,848 in relation to their capital nature of expenditure.

Enclosure
c.c. Mr. Cam Stableford, General Manager, H.S.P.C.A.



THE HAMILTON SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

TREASURY		
1992 APR 30		
ROUTE	✓	REC'D
A.C.R.		
I.R.H.		
(N.R.A.)		
T.W.D.		
T.B.		
G.D.		
A.N.		

Monday, April 27, 1992

Roy Hammel
Acting Treasurer
City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Subject:- Hamilton SPCA Operating Budget - 1992

Dear Mr. Hammel;

Further to your letter of April 7, 1992, concerning the City's approval of 1992 Budgets, unfortunately an error has occurred which I trust can be rectified through your good offices.

- ♦ You will recall in 1990, Council agreed to pay an amount each year towards the Hamilton SPCA Capital Requirements, as part of the contractual fees for services. "Capital" referred to in this instance is the ongoing Operating Capital necessary to purchase office equipment, motor vehicles, computers and like items.

The amounts were determined according to a "user pay" formula adopted by the City which allocated SPCA Capital Costs amongst those Municipalities using the service, on a proportionate basis. (SEE EXHIBIT 1)

- ♦ These amounts are reflected in the ATTACHED EXHIBIT II showing rolling stock capital requirements consistent with the agreed upon formula, and a ten year overall capital plan which had been prepared by the Society.

- ♦ The Hamilton SPCA was advised by Treasury that in years subsequent to 1991, this amount should be incorporated into Operating Budget Submissions. Henceforth, the Capital Budget submission would be reserved only for major items such as Capital Building Projects.
- ♦ In accordance with Treasury instructions, Operating Budget submissions were made in October 1991. The ATTACHED EXHIBIT III clearly puts forth our budget requirements for the year 1992, and the composition of the amounts.

While I appreciate the City's desire to maintain "zero" increases, it is evident that, perhaps due to altered procedures or expectations, rolling stock capital amounts have been totally eliminated from the SPCA Budget.

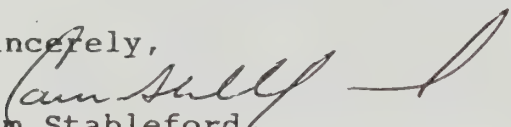
Total Payments by City 1991	Operating Portion \$830,890
	Capital Portion 47,848
	TOTAL <u>878,738</u>

The amount which has been approved by the City (\$830,890) unfortunately leaves the Society in excess of \$100,000 short of original submission amounts, the total loss of which will have a disastrous effect on service levels.

Attached as EXHIBIT IV is the Society's Capital Budget. You will note that the City's expected contribution comprises a percentage share of the total.

Your attention to this matter would be greatly appreciated.

Sincerely,


Cam Stableford
General Manager

cc. Alderman Terry Cooke
Marilyn Hawkrigg
John Hedden
Barbara Watson
Nik Adhya
Kevin Beattie

9(b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 April 30

APR 30 1992

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

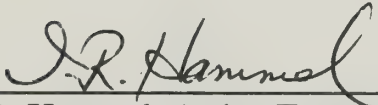
FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: REPLACEMENT OF MOBILE EQUIPMENT IN 1992

RECOMMENDATION:

That funds be allocated from the Reserve for Replacement of Mobile Equipment, Account Centre No. CH 00101, for the replacement of vehicles as summarized below:

<u>Section</u>	<u>No. of Vehicles</u>	<u>Estimated Amount</u>
City Garage Pool	15	\$ 250,000
Parking Authority	1	19,000
Public Works - Vehicles	43	
		<u>2,155,050</u>
- Miscellaneous Equipment	18	
TOTAL	<u>77</u>	<u>\$2,424,050</u>


I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- the Reserve for Replacement of Mobile Equipment is designated for this type of expenditure and has adequate funds for these replacements;
- Savings in repairs and maintenance will be achieved as a result of upgrading the fleet.

BACKGROUND:

It has been the established practice to request approval of this Committee for replacement of mobile equipment, previously dealt with by the former "Depreciation Committee".

The managers of Fleet Services, City Garage, and the Parking Authority have determined that certain vehicles which are fully depreciated have reached the point whereby it is more cost effective to replace at this time.

This report was previously submitted to the March 5 meeting of this Committee, however was referred back on the advice of the Acting C.A.O. in order that the necessity of replacement of these vehicles be confirmed. The Acting C.A.O. has now satisfied himself that these vehicles need to be replaced.

Enclosed is Schedule "A", a status report of the "Reserve for Replacement of Mobile Equipment" as at December 31, 1991. Column (11) of this schedule shows that this Reserve is funded at 69% of original cost; this is due to replacement costs that in many cases, are several times higher than the original cost; however, this level of funding is a marked improvement over the same period in 1990, which then stood at 64%.

Also attached are the details of equipment replacement for each department, as Schedule "B", 4 pages. Several additional items of equipment for Public Works have been included in this replacement list; these are shown as the last two items on this schedule on page 4 and were originally included as a capital project, however, the Treasurer agreed to delete them from the Capital Budget and include them in the Replacement items and finance them from the Reserve.

Attachments

- c.c. Mr. J. Pavelka, P.Eng., Acting Chief Administrative Officer
Mr. D. Lobo, Acting Director of Public Works
Mr. G. Dibacco, Supervisor, City Garage
Mr. P. G. Baker, General Manager, Hamilton Parking Authority

ACTUAL TO DECEMBER 31, 1991

ACTUAL TO DECEMBER 31, 1991

DEPARTMENT (1)	BALANCE JAN. 1/91 (2)	PROVISION (3)	SALE OF EQUIPMENT (4)	PURCHASE COMMITMENTS (5)	PURCHASE (6)	INTEREST 0 9.28 (7)	RESERVE FOR DEPRECIATION BALANCE (2+3+4-5-6+7) (8)	ACCUMULATED LIFE DEPRECIATION (9)	OR (SHORT) ACCUMULATED DEPRECIATION (8-9) (10)	RESERVE AS A % OF ACCUMULATED LIFE (8/9) (11)	AMOUNT REQUIRED TO PROVIDE MINIMUM BALANCE BY DEPARTMENT			
											60% (12)	65% (13)	70% (14)	75% (15)
Garage Pool	1,483,802	258,477		179,957		181,422	1,743,744	1,169,256	574,488	149%	0	0	0	0
Fire	2,684,647	347,096	2,649	573,563	9,918	284,607	2,735,518	1,807,171	928,347	151%	0	0	0	0
Parking Authority	63,469	24,228			19,000	7,977	76,674	73,580	3,094	104%	0	0	0	0
Central Services Garage Pool														
- Fleets	195,482	41,682	1,500	18,509	70,000	17,436	167,591	167,544	47	100%	0	0	0	0
- Recreation	162,525	42,071		43,662		18,688	179,622	176,195	3,427	102%	0	0	0	0
- Sts & Sant	5,247,720	2,190,661	244,805	2,572,348	1,833,346	380,592	3,658,084	9,243,877	(5,585,793)	40%	1,888,242	2,350,436	2,812,630	3,274,823
- Cemetery	374,231	60,771	875			50,615	486,492	247,639	238,853	196%	0	0	0	0
- Traffic	346,146	149,545	1,500	19,970	208,847	31,164	299,538	586,312	(286,774)	51%	52,249	81,564	110,880	140,196
	10,558,022	3,114,531	251,329	3,408,009	2,141,111	972,503	9,347,265	13,471,574	(4,124,309)	68%	1,940,491	2,432,000	2,923,510	3,415,019

CITY OF HAMILTON
TREASURY DEPARTMENT
CITY GARAGE

VEHICLE REPLACEMENT
1992

<u>Vehicle No.</u>	<u>Year</u>	<u>Make & Model</u>	<u>Original Cost</u>	<u>Est Replacement Cost</u>
1305	1987	Ply. Caravel	11,652.32	18,000.00
1306	1987	Ply. Caravel	11,652.32	18,000.00
1347	1987	Ply. Caravel	11,652.32	18,000.00
1367	1987	Ply. Caravel	11,652.32	18,000.00
1388	1987	Ply. Caravel	11,652.32	18,000.00
1343	1987	Olds. Cutlass	14,773.20	20,000.00
1415	1987	Ford Crown Vic.	14,236.00	20,000.00
1364	1987	Ply. Horizon	8,324.17	12,000.00
1399	1987	Ply. Horizon	8,324.17	12,000.00
1400	1987	Ply. Horizon	8,324.17	12,000.00
1424	1987	Ply. Horizon	8,324.17	12,000.00
1429	1987	Ply. Horizon	8,324.17	12,000.00
1308	1987	Ford Crown Vic.	14,236.00	20,000.00
1342	1987	Ford Crown Vic.	14,236.00	20,000.00
1344	1987	Ford Crown Vic.	14,236.00	<u>20,000.00</u>
				<u>250,000.00</u>

Due to Right sizing we have some surplus vehicles. Therefore the following vehicles will be sold but not replaced at this time.

<u>Vehicle No.</u>	<u>Year</u>	<u>Make & Model</u>	<u>Original Cost</u>
1359	1987	Ply. Horizon	8,324.17
1363	1987	Ply. Horizon	8,324.17
1314	1987	Ply. Horizon	8,324.17
1390	1987	Ply. Horizon	8,324.17
1348	1987	Dodge Omni	8,363.30
1358	1387	Ply. Horizon	8,324.17

CHAIRMAN:
THOMAS D. ADAMSON

MEMBERS:
ALDERMAN VINCE AGRO
ALDERMAN JOHN GALLAGHER



**THE PARKING AUTHORITY
OF THE CITY OF HAMILTON**

80 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1H6

SCHEDULE "B"
Page 2
PETER G. BAKER
GENERAL MANAGER

TELEPHONE: (416) 523-PARK
FAX: (416) 523-0878

TO: Shekar Chandrashekar
Supervisor of Accounting

DATE: January 21, 1992

FROM: Guy F. Corsini
Operations Manager

SUBJECT: Vehicle Replacement

Shekar,

Will you please make the necessary Accounting changes to have vehicle 1104, a 1980 Ford 1/2 ton pickup, targeted for replacement.

Thank you for your co-operation,

24-Feb-92 page 1

(vehdep92)

FLEET SERVICES

REPLACEMENTS REQUESTED FOR 1992
=====

REPLACEMENTS

VEH#	YEAR, MAKE, MODEL	LOCATION	REPLACEMENT COST	ACCUMULATIVE TOTAL
9677	1982 FORD DUMP, L8000	DIST # 4	120,000	120,000
9118	1986 IH PACKER, 1954	DIST # 8	100,000	220,000
9120	1986 IH PACKER, SS1954	DIST # 8	100,000	320,000
9121	1986 IH PACKER, SS1954	DIST # 8	100,000	420,000
9122	1986 IH PACKER, SS1954	DIST # 8	100,000	520,000
9208	1980 IH DUMP, 1724 (3T CREWCAB)	DIST # 4	62,000	582,000
9210	1980 IH DUMP, 1724 (3T CREWCAB)	DIST # 3	62,000	644,000
9215	1980 IH DUMP, 1724 (CREWCAB)	DIST # 5	62,000	706,000
9221	1983 GMC STK DUMP, SIERRA 3500 (STEEL DUMP BOX)	DIST # 1	30,000	736,000
9233	1983 GMC STK DUMP, SIERRA 3500 (KEEP FOR ASPHALT CREW?)	DIST # 3	30,000	766,000
9300	1985 CHEV3/4T, CUSTDELUXE20 (1/2T P/U	DIST # 1	18,000	784,000
9321	1985 CHEV 3/4T, CUST DELUXE 20	PARKS # 1	20,000	804,000
9326	1985 CHEV 3/4T, CUST DELUXE 20 (NON-PROPANE)	PARKS # 2	20,000	824,000
9329	1985 CHEV 3/4T, CUST DELUXE 20	PARKS FAC	20,000	844,000
9332	1984 GMC, SIERRA 2500 (1/2 TON)	DIST # 4	18,000	862,000
9335	1984 GMC, CREWCAB/DUMP TC30943	PARKS # 1	30,000	892,000
9343	1982 FORD STK DUMP, F350	PARKS # 1	30,000	922,000
9349	1984 DODGE P/U, D250 (1/2 TON)	DIST # 4	18,000	940,000
9359	1984 DODGE P/U, 3/4 TON	CHEDOKE	20,000	960,000
9471	1982 FORD TRACTOR, 1700	PARKS FAC	25,000	985,000
9502	1982 MF TRACTOR, 20C	PARKS # 2	25,000	1,010,000
9505	1983 FORD LDR/TRACTOR, 340A	FORESTRY	25,000	1,035,000
9519	1980 FORD 340 LOADER, (GRASS CUTTING	DIST # 5	25,000	1,060,000
9525	1980 FORD TRACTOR, F340 (7FRONT BLADE	DIST # 1	25,000	1,085,000
9526	1980 FORD TRACTOR, F340	PARKS # 1	25,000	1,110,000
9974	1985 RANSOM	PARKS # 1	30,000	1,140,000
9548	1982 FORD TRACTOR, 340A	DIST # 4	25,000	1,165,000
9549	1982 FORD LDR/TRACTOR, 340A	DIST # 3	25,000	1,190,000
9625	1983 EGER BEEVER CHPR, IG2T3	FORESTRY	28,000	1,218,000
9642	1982 CLARK BOBCAT SKIDLDR, 843 (LARGER MODEL)	DIST # 4	60,000	1,278,000
9670	1982 IH DUMP 1954	DIST # 2	100,000	1,378,000
9699	1982 IH TRUCK, C01850 OIL DISTRIB	DIST # 5	180,000	1,558,000
9703	1982 CANAQUA STEAM JENNY, H-3000-G	FORESTRY	3,500	1,561,500
9709	HOT POT (OLD UNIT)	DIST # 3	16,000	1,577,500
9825	COMPACTOR,	DIST # 2	3,000	1,580,500
9835	COMPACTOR,	DIST # 5	3,000	1,583,500
9849	LEAF BLOWER,	KINGS FOREST	5,000	1,588,500
9904	GENERATOR, ELEC (HONDA GENERATOR)	STREETS VR	2,000	1,590,500
9927	1988 GEHRING KOTOVATOR, RM170RM32 (CAN'T GET PARTS)	GAGE PK	3,000	1,593,500
9982	1985 LELY FERT/SPRDR 23202	KINGS FOREST	3,500	1,597,000
9991	CHAINSAWS,	DIST # 1	550	1,597,550
9993	COMPACTOR,	DIST # 1	3,000	1,600,550

24-Feb-92 page 2

(vehdep92)

FLEET SERVICES

REPLACEMENTS REQUESTED FOR 1992

VEH#	YEAR, MAKE, MODEL	LOCATION	REPLACEMENTS	
			REPLACEMENT COST	ACCUMULATIVE TOTAL
9994	HANDSAW POWER,	DIST # 1	1,000	1,601,550
9997	1986 TARGET CONCRETE SAW	DIST # 2	18,000	1,619,550
9808	1984 INGERSOLL COMPRESSOR	DIST # 1	18,000	1,637,550
9057	1985 CHEV STK DMP	CEMETERIES	30,000	1,667,550
9058	1983 FORD 340 TRACTOR LOADER	CEMETERIES	60,000	1,727,550
9054	1985 TORO MOWER MDL 217	CEMETERIES	15,000	1,742,550
9081	1974 GMC HOIST TRUCK	FORESTRY	85,000	1,827,550
9873	TRAILER	DIST # 2	3,500	1,831,050
9874	TRAILER	DIST # 2	3,500	1,834,550
9884	TRAILER	GAGE PK	3,500	1,838,050
9885	TRAILER	GAGE PK	3,500	1,841,550
9891	TRAILER	PARKS # 1	3,500	1,845,050
9894	TRAILER	PARKS # 2	3,500	1,848,550
9895	TRAILER	PARKS # 2	3,500	1,852,050
9897	TRAILER	PARKS # 1	3,500	1,855,550
9637	1978 SEA TRACTOR, SIDEWALK SNOBLWR (TRACKLESS)	DIST # 2	60,000	1,915,550
9509	1985 MASSEY FERGUSON 5DH LDR.BKHO	DIST # 1	110,000	2,025,550
NEW	1/2 TON PICKUPS (2)	STREETS	37,500	2,063,050
SHOP	EQUIPMENT - RADIAL ARM DRILL PRESS	CENTRAL	92,000	2,155,050
	MANUAL ARBOR PRESS	GARAGE		
	ELECTRONIC ENGINE SCOPE			
	BUTLER TYPE STORAGE BLDG			

10.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: April 27, 1992

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Property/Taxation Steering Committee

SUBJECT: Optional Pre-authorized Residential Property Tax Payments

RECOMMENDATION:

- a) That the optional Pre-authorized Tax Payment Plan be implemented effective 1993 January 1.
- b) That the following elements of the optional Pre-authorized Tax Payment Plan be approved:

ELIGIBILITY

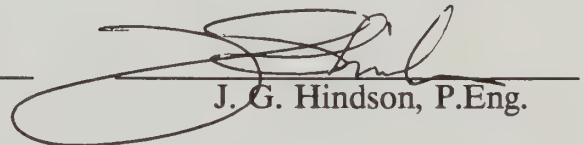
- i) The Plan shall initially be available to Residential properties excluding residential commercial and industrial properties.
- ii) The status of the tax account must be current.
- iii) Continued enrolment in the Pre-authorized Tax Payment Plan may be revoked by the Treasurer if one or more monthly payments fail to be honoured. Tax accounts disqualified from the program, shall revert to the regular instalment billing system and be subject to penalties and interest in accordance with By-Law Number 71-69 or subsequent levy by-laws. In such cases the taxpayer **will not be eligible** to re-apply for enrolment in the Pre-Authorized Tax Payment Plan for a period of two years after the account has been returned to good standing.

PAYMENT PLAN

- iv) Payments shall be by pre-authorized withdrawal (electronic funds transfer) from the applicant's financial institution.
 - v) Payments for the 1993 taxation year shall be made in eleven monthly payments commencing 1993 January 1 to 1993 November 1, inclusive. Payments for the 1994 taxation year shall be made in twelve payments commencing 1993 December 1 to 1994 November 1, inclusive and continue thereafter in twelve monthly payments. Where enrolment is made during the course of the year the payments will be prorated.
 - vi) Enrolment applications received by 1992 November 15 will be eligible for the program as of 1993 January 1. Applications received after 1992 November 15 will be placed on the pre-authorized payment plan as soon as possible thereafter. Enrolment is continuous and valid for each subsequent year unless written notice of cancellation is received.
 - vii) Provided that pre-authorized payments are maintained as scheduled, no interest, discount or penalties will be applied.
 - viii) Each taxpayer enrolled in the plan, will receive an annual statement of account and a revised monthly payment amount for the next period.
- c) That the City Solicitor be authorized and directed to prepare the necessary By-Laws for the implementation of the optional Pre-authorized Tax Payment Plan.



R. Hammel



J. G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation

BACKGROUND:

City Council approved the following Corporate policy at its meeting held 1990 May 29 by adopting section 18 of the EIGHTEENTH report of the Finance and Administration Committee which set out that:

"That the Chief Administrative Officer be authorized to take the actions necessary to assemble the Project Team for the replacement of the Property/Taxation System as approved by the Information Systems Committee."

and Section 1 of the THIRD report of the Information Systems Committee which set out:

"1. (a) That the City of Hamilton Treasury Department and Information Systems proceed on a joint Project to develop and implement a replacement Property/Taxation System.

(b) That the design review of the replacement property and taxation system include (but not be limited to) the following new features:

- (i) optional monthly, quarterly or annual tax payments
- (ii) optional direct payment from bank accounts
- (iii) improved access to statistical information
- (iv) improvements to the information that might be made available to taxpayers
- (v) additional automation opportunities to reduce processing costs"

Items i and ii deal with optional tax payment plans. As part of the Property/Taxation system implementation we have initiated investigation of various payment plans which respond to the ratepayers demands of today, while at the same time recognize the need for efficient and effective administration of the program at a minimum cost. The information presented in this document addresses an optional '**Pre-authorized tax payment plan**'.

The following Objectives were an integral part of the research and development that has been included on this Project and form part of the recommendations above:

- Maintain the current four instalment option for those taxpayers who do not wish to participate in the Pre-authorized Tax Payment Plan.
- Phase in an optional monthly payment plan

- Ensure that the optional payment plan is "revenue neutral" with respect to the City gaining or losing additional interest on payments received compared to the existing four instalment system.
- Advise the taxpayer of the status of any payment changes once a year and have all current year's taxes paid by November 1st.
- Minimize the costs to initiate and administer the prepayment program.
- Encourage enrolment in the program.
- Ensure that there are no additional taxpayer costs to enrol in the program.

The optional pre-authorized payment plan offers the following benefits to the taxpayer:

- Smooths the payment of annual taxes by monthly instalments
- Avoids the worry of missing due dates
- Avoids waiting in lines or looking for parking spaces
- Eliminates the inconvenience of writing cheques
- Eliminates postage charges
- Eliminates late payment charges

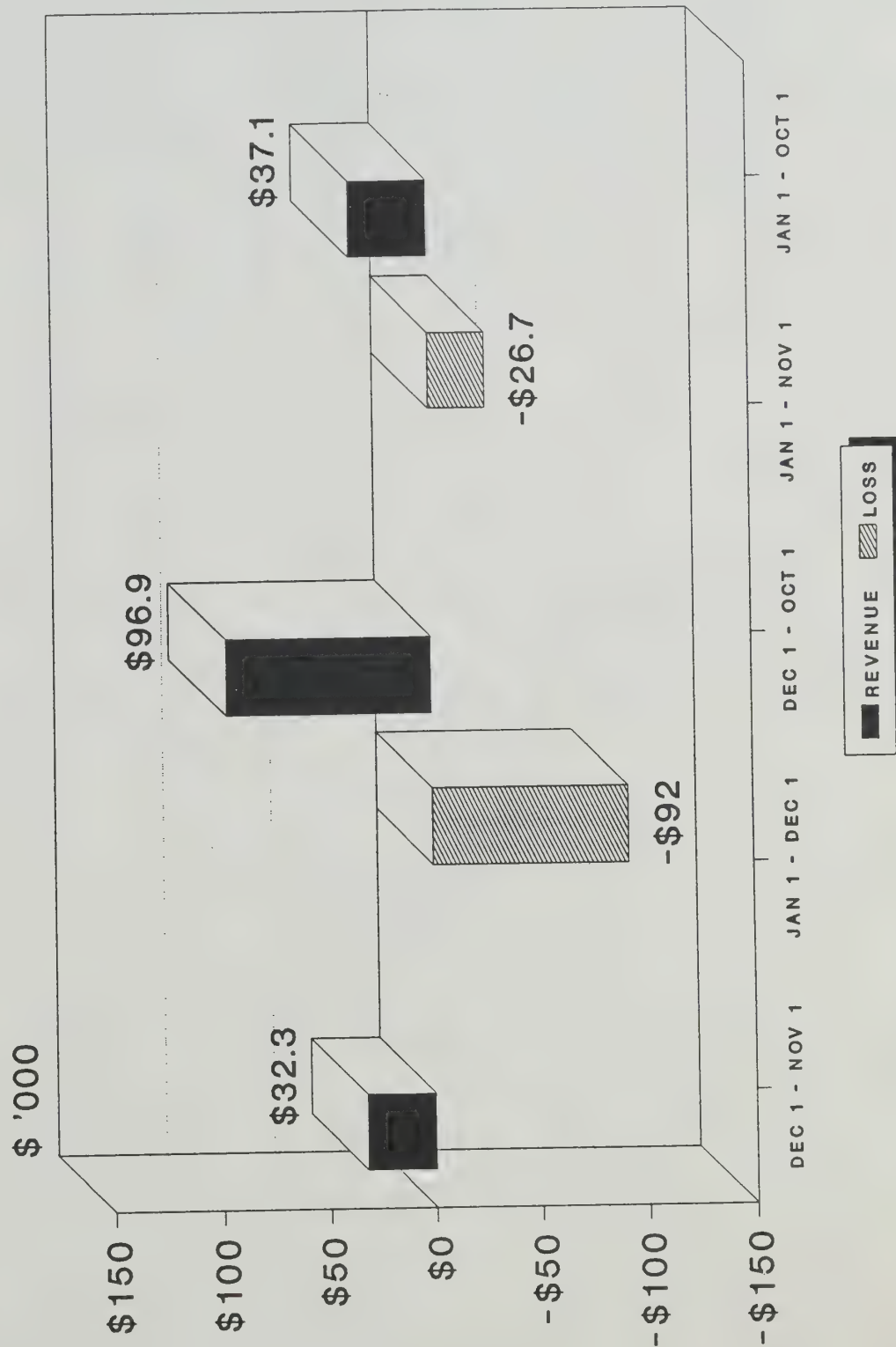
To facilitate the implementation of the optional Pre-authorized Tax Payment Plan the Treasury Department will be preparing advertising and promotional material as required.

The following exhibits are enclosed:

- Financial implications of pre-authorized tax payment options - Exhibit 1
- Comparison of monthly pre-authorized payments with the current instalment method - Exhibit 2

.cc J. Pavelka, CAO
P. Noe Johnson, City Solicitor
J. Shatz, City Clerk

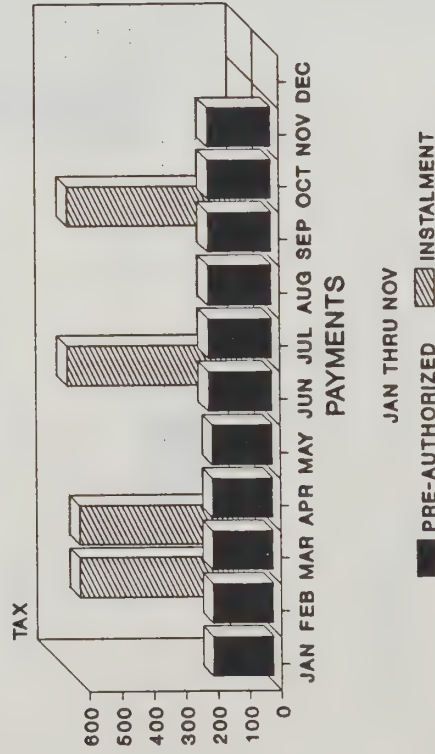
FINANCIAL IMPLICATIONS OF PRE-AUTHORIZED TAX PAYMENT ALTERNATIVES



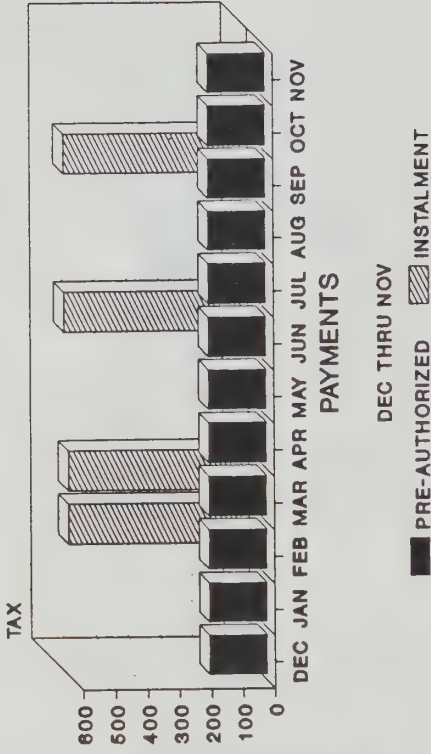
IMPACT IF 10,000 TAXPAYERS JOIN THE PLAN

COMPARISON OF MONTHLY PRE-AUTHORIZED PAYMENTS WITH THE CURRENT INSTALMENT METHOD

FIRST YEAR ELEVEN MONTHLY PAYMENTS



SUBSEQUENT YEARS TWELVE MONTHLY PAYMENTS



11(a.)

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 April 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Discrimination/Harassment Training
Brochures and Posters (C-028-092)

APR 30 1992

BACKGROUND:

A training program for supervisory staff was implemented in May, 1990 and completed in May 1991.

To assist with on-site Human Rights Awareness Sessions for non-supervisory employees, a media campaign including a video entitled **Discrimination and Harassment in the Workplace - It's No Joke**, brochures and posters were developed to outline the City's policies against discrimination and harassment and describe the internal complaint procedures.

The brochures are distributed to:

1. existing employees during human rights awareness training sessions,
2. all new full-time employees at the time of benefit sign-up,
3. all new students and part-time employees at the time of hire.

The posters are handed out to supervisors during the human rights awareness training sessions and are to be posted in conspicuous locations within the work unit.

The video, brochures and posters were developed in consultation with the Ontario Human Rights Commission.

Attach.

Internal complaint procedure



If following one or more of the preceding steps does not lead to a satisfactory resolution, then you may choose to make a formal complaint.

1 Step One – Filing the complaint:

1. Arrange an interview with the Employment Equity Office. The complainant should provide in detail:
 - the nature of the complaint.
 - supporting information.
 - specific incidents of the complaint.
 - names of witnesses willing to provide information.
 - the information you expect the witnesses to provide.
2. Following the initial interview the complainant may be requested to complete a complaint form.

2 Step Two – Fact-finding:

1. The person(s) named in the complaint (the respondent) will be given an opportunity to respond to the allegations.
2. The Department Head and Commissioner of Human Resources will be notified that a complaint has been made.
3. An investigation of the complaint will take place, which may include interviewing witnesses and respondent(s) named in the complaint.
4. A report on the findings of the investigation will be completed by the investigator. If the investigation has been conducted by the supervisor (i.e., the case of a personal harassment complaint) a copy of the report will be sent to the Employment Equity Co-ordinator.

3 Step Three – Disposition of facts:

1. A report of the findings and recommendations for resolution of the complaint will be forwarded to the Commissioner of Human Resources.
2. The appropriate Department Head will be notified in writing of the findings of the investigation and the recommendations for resolution of the complaint.
3. The complainant and respondent(s) will be notified in writing of the findings of the investigation.

Note: The Employment Equity staff may consult with the Department Head, the Commissioner of Human Resources, the Manager of Labour Relations, and Legal Services to assist in resolution of a complaint.

Confidentiality

The Employment Equity Staff will attempt to ensure that the complaint is investigated in a manner which keeps the identities of the complainant and respondent(s) confidential. It is recognized however, that in some cases absolute confidentiality can not be guaranteed.

Discrimination and Harassment in the Workplace

For more information
please call:

The Employment Equity Office

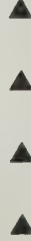
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Recycled Paper



Policy against discrimination & harassment

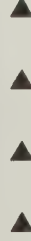


The Regional Municipality of Hamilton-Wentworth and the City of Hamilton will ensure that the protection provided by the Ontario Human Rights Code is respected and maintained in the workplace. The Ontario Human Rights Code prohibits discrimination and/or harassment based on one or more of the following grounds:

- handicap
- race
- colour
- sex
- sexual orientation
- creed
- citizenship
- family status
- marital status
- age (18-65)
- ethnic origin
- place of origin
- ancestry
- record of offenses

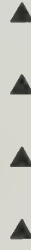
Training programs will be provided to alert all staff to their rights under this legislation and to emphasize the commitment of the employer to the achievement of the goals of the legislation.

Policy against personal harassment



In addition, the Regional Municipality of Hamilton-Wentworth and the City of Hamilton will not accept personal harassment in the workplace. Personal harassment is a course of vexatious comments or conduct by one employee directed at another employee which does not violate any of the prohibited grounds according to the Ontario Human Rights Code. An isolated insult or adverse comment is not encouraged under any circumstances, but does not constitute personal harassment. Comments or conduct directed at achieving an effective and harmonious workplace do not constitute harassment.

What is harassment?



Harassment is behaviour or comments that are known or ought to be known to be unwelcome. Harassment can make you feel uncomfortable, embarrassed, offended or intimidated.

Harassment can be:

- unwelcome remarks, jokes or insults about your colour, ancestry, religious beliefs, racial/ethnic or cultural background.
- displaying racist material.
- practical jokes, teasing or gestures which can cause embarrassment.

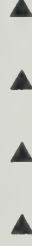
Sexual harassment can be:

- unwanted and unnecessary physical contact.
- unwelcome remarks, jokes, leering or other gestures of a sexual nature.
- displaying material or pictures of a sexual nature.

Harassment IS NOT:

- good-natured jesting when both parties find the conduct acceptable.
- an occasional compliment or remark.
- normal exercise of supervisory responsibilities including training and disciplining when warranted.

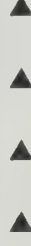
Are you being harassed or discriminated against?



As part of the City of Hamilton and the Regional Municipality of Hamilton-Wentworth's commitment to equity in the workplace, an internal complaint procedure to deal with human rights complaints has been established.

Any employee has the right at any time to file a complaint with the Ontario Human Rights Commission in the event of discrimination or harassment.

When should you make a complaint?



If you believe that you have been discriminated against or are being harassed contrary to the Regional and City's policy against discrimination and harassment and/or the policy against personal harassment you are encouraged to:

- make your disapproval known to the alleged harasser, or
- discuss your concerns with your immediate supervisor, or
- if you are a union member, contact a union representative.

The objectives of the Human Rights Program are:

- to ensure corporate policies and procedures comply with the provisions in the Ontario Human Rights Code.
- to investigate human rights complaints fairly and objectively.
- to provide human rights training to all City and Region employees.
- to answer questions or concerns employees may have on human rights issues.

Role of the Employment Equity Staff

The role of the Employment Equity Staff, in administering the Human Rights Program, is to:

- assist in and/or conduct human rights complaint investigations.
- act as resource persons to employees and management on human rights matters.
- conduct human rights training.
- assist in identifying and rectifying practices and policies that may be discriminatory.

11(b.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 April 30

APR 30 1992

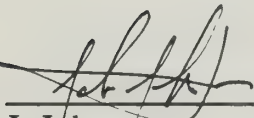
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: POLICY AGAINST DISCRIMINATION AND
HARASSMENT (C-027-092)

RECOMMENDATION:

1. That the policy dated August 1985 Personal Harassment at the Workplace (Appendix B) be rescinded and that the proposed new policy on Harassment and Discrimination attached hereto as Appendix A be adopted.
2. That the Commissioner of Human Resources review with the Status of Women Sub-Committee and the Mayor's Race Relations Committee the changes to the Policy on Sexual Harassment
3. That the Commissioner of Human Resources report to the Finance and Administration Committee on any recommended changes put forward after review by the Status of Women Sub-Committee and the Mayor's Race Relations Committee.



J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The costs associated with the training and education program are contained within the current budget estimates of the Human Resources Centre.

BACKGROUND:

The Human Resource Centre has recognized for several years now that the issues of discrimination and harassment cannot be overcome through a complaint based system and that it is essential that a proactive education program be conducted in the workplace. To achieve that goal we conducted mandatory training seminars for all management and supervisory staff as well as developed a video for use with the greater workforce which was shown to the members of the Committee in the fall of 1991. These policy changes as well as the promotional material which is attached to the Information Item on the agenda, along with a continuing dialogue with the Status of Women Sub-Committee are the latest steps in these initiatives.

Attach.

POLICY AGAINST DISCRIMINATION & HARASSMENT

The Regional Municipality of Hamilton-Wentworth and the Corporation of the City of Hamilton will ensure that the protection provided by the Ontario Human Rights Code against discrimination and harassment is respected and maintained in the workplace. Harassment is defined as engaging in a course of vexatious comment or conduct that is known or ought to reasonably be known to be unwelcome.

The Ontario Human Rights Code prohibits discrimination and/or harassment based on one or more of the following grounds:

- | | |
|----------------------|---------------------|
| - handicap | - race |
| - sex | - colour |
| - sexual orientation | - creed |
| - citizenship | - family status |
| - marital status | - age(18-65) |
| - ethnic origin | - place of origin |
| - ancestry | - record of offense |

Training programs will be provide to alert all staff to their rights under this legislation and to emphasize the commitment of the employer to the achievement of the goals of the legislation.

PROCEDURES & GUIDELINES

DEFINITIONS:

1. Discrimination

Refers to intolerant behaviour towards individuals or groups. The intolerant behaviour may be direct (eg. denying people access to jobs based on their colour, nationality, dress, etc.) or systemic (eg. denying someone a job because of culturally-biased testing). Discrimination may come from an individual or through systems and attitudes perpetuated within institutions.

2. Harassment

Defined as engaging in a course of vexatious comments or conduct that is known or ought to be known to be unwelcome. Harassment can make you feel uncomfortable, embarrassed, offended or intimidated. Types of behaviour that may constitute harassment include, but are not limited to:

- unwelcome jokes about one's colour, ancestry, religion, etc
- display of racist pictures
- teasing or gestures which can cause embarrassment.

RESPONSIBILITIES:

1. The Regional Municipality of Hamilton-Wentworth and the Corporation of the City of Hamilton are responsible for:

- 1) ensuring corporate policies and procedures comply with the provisions in the Ontario Human Rights Code.
- 2) providing human rights training to all employees.
- 3) creating an environment that encourages prospective complainants to report all incidents of discrimination or harassment.

- 4) a redress mechanism to handle and investigate discrimination and harassment complaints.
2. Management personnel have the responsibility to:
 - i) protect all employees from discrimination and harassment.
 - ii) respond immediately to all complaints.
 - iii) discipline those employees found guilty of violating this policy.
3. Every employee of this organization has the responsibility of ensuring that the work environment is free from discrimination and harassment. Every employee is discouraged from engaging in any activity that may be perceived as discrimination or harassment.

PROCEDURE:

1. Employees who have a complaint alleging a violation of this policy are encouraged to:
 - a) make your disapproval and/or unease known to the harasser or source of discrimination and request all offensive behaviour to cease; or
 - b) discuss concerns with an immediate supervisor; or
 - c) seek advice from a union representative.
2. If the complainant is not satisfied with the outcome of the first step, or the harassment/discrimination has not ceased the complainant may arrange an interview with the Employment Equity Office.
3. a) The complainant should provide the Employment Equity Office with the following details:
 - the nature of the complaint
 - supporting information
 - specific incidents of the complaint
 - names of witnesses willing to provide information
 - the information that the witnesses are expected to provide.
- b) Following the initial interview the complainant may be requested to complete a complaint form.

4. Once the complaint form is received by the Employment Equity Office, it will be assigned for investigation. The Department Head of the complainant and the Commissioner of Human Resources will be notified that an investigation is being conducted.
5.
 - a) The Employment Equity investigator will notify the respondent that a complaint has been received and will arrange a date and time for an interview.
 - b) At the interview, the complaint will be reviewed with the respondent who will be requested to respond to the allegations. If a formal complaint has been received the respondent will be requested to respond in writing.
 - c) If the respondent refuses to meet with the Employment Equity Office, the investigation will proceed and a decision will be made based on information provided by all other sources.
6. During the interview with the respondent, any additional information provided must be signed.
7. Interviews will be arranged and completed with witnesses and any other individuals who may offer pertinent information to the investigation. All persons interviewed must sign their statement of facts to ensure accuracy.
8.
 - a) Any employee attending a meeting is entitled to be accompanied by one other person of their choice.
 - b) Further meetings may be requested by the Employment Equity Office or designate if clarification of information is required.
9. Once the investigation is complete, the Employment Equity Office will forward a report of findings and recommendations to the Commissioner of Human Resources.
 - a) The appropriate Department Head will be notified in writing of the findings of the investigation and the recommendations.
 - b) The complainant and respondent(s) will be notified by the Employment Equity Office of the findings of the investigation.
 - c) If the investigation reveals the complaint is unfounded, a request may be made for the complainant to appear before the supervisor and a designate

from the Employment Equity Office to show cause why discipline should not be imposed for an abuse of process.

DISCIPLINARY ACTION:

Where an employee has violated the Region and City's Policy Against Discrimination and Harassment the department will be responsible for imposing disciplinary action on that employee. A letter from the Department Head stating the action taken should be forwarded to the Employment Equity Office within 5 working days of receipt of notification of findings.

RETALIATION:

Any form of retaliation against a complainant will be considered a serious violation of this policy and will not be tolerated. Such actions will be subject to disciplinary action.

APPEALS:

If the complainant or respondent(s) requests reconsideration of the findings of the investigation, an appeal must be made in writing within 10 days of the date the complainant and respondent(s) were notified of the findings and must include a statement of just cause as to why the findings of the investigation should be reexamined. All parties involved will be notified that a request for reconsideration has been made and will be given the opportunity to reply. The Commissioner of Human Resources will make a final decision on the disposition of the case.

FALSE ACCUSATIONS:

The Region and City do not approve of any behaviour that undermines working relationships and personal dignity, and therefore will not condone any false and fabricated

charges against innocent employees. Any employee found to be engaged in such behaviour will be subject to disciplinary action as outlined in this policy.

CONFIDENTIALITY:

1. All complaints and investigations will be handled as confidentially as practicable and appropriated under the circumstances.
2. All records of complaints, including contents of meetings, interviews, results of investigations and other relevant material will be kept confidential by the Employment Equity Office except where disclosure is required by law.

THE ONTARIO HUMAN RIGHTS COMMISSION:

At any point in an investigation the complainant has the right to file a complaint with the Ontario Human Rights Commission.

SEXUAL HARASSMENT POLICY

The Regional Municipality of Hamilton-Wentworth and the Corporation of the City of Hamilton believes that all employees have a right to a working environment free from sexual harassment. In order to achieve this desired environment this organization will not accept or tolerate sexual harassment in the workplace. Our commitment to this goal includes sexual harassment education for all employees, the creation of an environment that encourages the reporting of all sexual harassment incidents, and the provision of a redress mechanism to handle and investigate all sexual harassment complaints.

Sexual harassment is:

- any sexual incident that is offensive, humiliating or persistent to any employee, or
- a threat, reprisal or denial of opportunity for refusal to comply with a sexually oriented request, or
- a promise for reward for complying with a sexually oriented request.

Sexual harassment includes, but is not limited to unwanted touching, unwelcome sexual flirtations, leering, advances, propositions, sexual assault, sexually suggestive remarks and the display of sexually offensive material in the workplace.

Sexual harassment victims may be either male or female. Most often sexual harassment is directed by a male in authority towards a female subordinate, however harassment may also occur between co-workers, and persons of the same gender.

The Regional Municipality of Hamilton-Wentworth and the Corporation of the City of Hamilton have developed procedures and guidelines to accompany this policy because all employees have the right to be treated with dignity, respect and fairness in the workplace.

PROCEDURES & GUIDELINES

DEFINITIONS:

1. Sexual Harassment

a) one or more verbal, non-verbal, visual, physical or psychological incidents of a sexual nature that:

- i) is likely to cause offence or humiliation to any employee, or
- ii) might, on reasonable grounds, be perceived by that employee as placing a condition of a sexual nature on employment or any opportunity for training or promotion.

b) Types of behaviour which constitute sexual harassment include, but are not limited to:

- unwanted touching or patting
- sexually suggestive or obscene remarks
- leering (suggestive staring) at a person's body
- display of sexually offensive material
- demands for sexual favours
- unwelcome sexual flirtations, advances, propositions
- sexual assault.

c) Sexual harassment most often occurs in the form of behaviour by a male in authority towards females in subordinate positions; however, sexual harassment may also occur between men, between women, between co-workers, or as behaviour by women towards men.

2. Sexual Harassment in the Workplace

Refers to any sexual harassment by an employee of this organization which occurs:

- i) during normal working hours, or

- ii) any other work-related settings, such as conferences, seminars or business-related social events.

RESPONSIBILITIES:

1. The Regional Municipality of Hamilton-Wentworth and the Corporation of the City of Hamilton are responsible for providing:

- i) all employees with sexual harassment education.
- ii) an environment that encourages prospective complainants to report all incidents of sexual harassment.
- iii) a redress mechanism to handle and investigate sexual harassment complaints.

2. Management personnel have the responsibility to:

- protect all employees from sexual harassment
- respond immediately to complaints
- discipline those employees found guilty of violating this policy.

Managers that are aware of harassment and do not take corrective action, may be subject to disciplinary action.

3. Every employee of this organization has the responsibility of ensuring that the work environment is free from sexual harassment. Every employee is discouraged from engaging in any behaviour that may be perceived as sexual harassment. In addition, every employee who believes another employee is experiencing sexual harassment or retaliation is encouraged to follow the procedures outlined in this policy.

PROCEDURE:

1. Any employee that believes they have been subjected to sexual harassment should make their disapproval known to the harasser and request all offensive behaviour to cease.
2. If the complainant does not wish to approach the alleged harasser or such an approach does not produce satisfactory results the complainant should seek the

advice of a union representative, supervisor, department head or the Employment Equity Office.

3. The complainant should maintain a written record of the alleged nature of the harassment, date(s), time(s), behaviour and if any witness(es).
4. If advice is sought the complainant will be made aware of their rights, available counselling, and other avenues of recourse.
5.
 - a) The meeting should determine whether the conduct described constitutes sexual harassment according to the definition in this policy.
 - b) Following the initial interview the complainant may be requested to complete a complaint form.
6. The person(s) named in the complaint (the respondent) will be contacted and notified of the allegations and requested to respond to the allegations.
7. Interviews will be arranged and completed with witnesses and any other individuals who may offer pertinent information to the investigation. All persons interviewed must sign their statement of facts to ensure accuracy.
8.
 - a) Any employee attending a meeting is entitled to be accompanied by one other person of their choice.
 - b) Further meetings may be requested by the Employment Equity Office or designate if clarification of information is required.
9. Once the investigation is complete, the Employment Equity Office will forward a report of findings and recommendations to the Commissioner of Human Resources.
 - a) The appropriate Department Head will be notified in writing of the findings of the investigation and the recommendations.
 - b) The complainant and respondent(s) will be notified by the Employment Equity Office of the findings of the investigation.
 - c) If the investigation reveals the complaint is unfounded, a request may be made for the complainant to appear before the supervisor and a designate from the Employment Equity Office to show cause why discipline should not be imposed.

DISCIPLINARY ACTION:

Any employee who has violated the Region and City's Sexual Harassment Policy will be disciplined by the department according to the severity of the actions, up to and including dismissal. A letter from the Department Head stating the action taken should be forwarded to the Employment Equity Office within 5 working days of receipt of notification of findings.

RETALIATION:

Any form of retaliation against a complainant will be considered a serious violation of this policy and will not be tolerated. Such actions will be subject to disciplinary action.

APPEALS:

If the complainant or respondent(s) requests reconsideration of the findings of the investigation, an appeal must be made in writing within 10 days of the date the complainant and respondent(s) were notified of the findings and must include a statement of just cause as to why the findings of the investigation should be reexamined. All parties involved will be notified that a request for reconsideration has been made and will be given the opportunity to reply. The Commissioner of Human Resources will make a final decision on the disposition of the case.

FALSE ACCUSATIONS:

The Region and City do not approve of any behaviour that undermines working relationships and personal dignity, and therefore will not condone any false and fabricated charges against innocent employees. Any employee found to be engaged in such behaviour will be subject to disciplinary action as outlined in this policy.

CONFIDENTIALITY:

1. All complaints and investigations will be handled as confidentially as practicable and appropriate under the circumstances.
2. All records of complaints, including contents of meetings, interviews, results of investigations and other relevant material will be kept confidential by the Employment Equity Office except where disclosure is required by law.

THE ONTARIO HUMAN RIGHTS COMMISSION:

At any point in an investigation the complainant has the right to file a complaint with the Ontario Human Rights Commission.

CORPORATION OF THE CITY OF HAMILTONPOLICY ONPERSONAL HARASSMENT AT THE WORKPLACE

Employees have the right to be treated fairly in the workplace. The Corporation in exercising its responsibility as the Employer, endeavours at all times to provide a work environment which is supportive of both productivity and the personal goals, dignity and self esteem of every employee.

This objective dependent on the mutual respect, cooperation and understanding of all the parties involved. The Corporation will not, and the employees should not, condone behavior in the workplace that is unacceptable and likely to undermine work relationships or productivity.

Personal harassment is a real work-related problem and ranks high on the list of unacceptable behavior. For those who have been subject to "harassment" this topic requires little explanation. It is important, however, that all employees have an awareness of what constitutes personal harassment. We attempt here, to focus attention on the problem and describe what steps can and will be taken to stop it.

WHAT IS HARASSMENT

Generally, any behavior which denies individuals their dignity and respect is offensive, embarrassing, and humiliating and will not be tolerated by the Corporation. More specifically, harassment of another employee in the carrying out of duties or in the provision of services, facilities or accommodation constitutes a disciplinary infraction and will be dealt with severely. In any form and at any level, whether it is colleague to colleague, supervisor to subordinate, subordinate to supervisor, or employee to public, personal harassment introduces a disruptive element into the work environment which endangers the well-being or job performance of the individual.

One of the most serious forms of personal harassment is that of sexual harassment. This form of harassment is deliberate and unsolicited and is generally composed of offensive sexual comments, gestures, or physical contact, either at or away from the usual work-place, that are objectionable or offensive, either on a one-time basis or in a continuous series of incidents.

Particularly insidious is the type of sexual harassment which involves favours or promises of favours or advantages in return for submission to sexual advances, or alternatively, the threat of reprisal for refusing. This type of harassment is considered to have taken place if a reasonable person ought to have known that such behavior was unwelcome.

It must be stressed that sexual harassment is not the accepted social banter that occurs regularly in the work environment, nor is it related to flirtation or an office romance between two consenting persons. These relationships are consensual, based on mutual attraction and no intimidation is involved or intended. Sexual harassment, however, by definition is coercive and one-sided, and both males and females can be victims of it.

Personal harassment of any kind is considered a serious offence, subject to the whole range of disciplinary actions up to and including discharge, and will be treated accordingly by management.

TO EMPLOYEES

Should you feel that you are being subjected to harassment, here are some guidelines to help you:

- I. Make your disapproval and/or unease known to the harasser immediately;
- II. If there is more than one incident, keep a written record of dates, times, the nature of the behavior, and witnesses if any;
- III. If the unfair treatment or harassment does not stop after you have spoken to the harasser, speak to your supervisor and then confirm your conversation in a letter. If your supervisor is the harasser, speak immediately to your Department Head, or a Supervisor in the Personnel Department.
- IV. Send copies of this letter to the person spoken to in (III).
- V. Ensure that the harasser is advised that you have taken the above steps.
- VI. There may be a time when you feel it is more appropriate to bypass the process of speaking to the harasser first and speak directly with your Supervisor, Department Head, or Supervisor in the Personnel Department. In this instance, such action should be taken immediately.
- VII. If you feel uncomfortable speaking with any of the persons outlined above, contact the Employee Assistance Counsellor for help.

MANAGER

Management has the responsibility to ensure that the acts of supervisors are in no way discriminatory or encroach upon the rights of employees. In this fashion, management must respond immediately to complaints and should follow these steps:

- A. Interview both the complainant and the alleged harasser as soon as possible
- B. Interview witnesses
- C. Document the situation accurately and completely
- D. Render a decision as soon as possible and advise the parties of the action to be taken, if any. If higher authority is required to make a decision, forward all the material as soon as possible to the appropriate authority and advise the parties concerned of the action taken
- E. Ensure that all information concerning the case is kept confidential and not placed on the complainant's personal file.

Management also has a continuing responsibility to stop any harassment that occurs in the workplace whether there has been a complaint or not. If a manager is aware of harassment of an employee and does not take the appropriate corrective action, then disciplinary actions may be imposed upon the manager as well as the offender.

Unfair treatment, harassment in general and particularly sexual harassment

- is unacceptable behavior
- is demeaning, offensive and embarrassing
- is not a condition of your employment
- is not tolerated by the Corporation
- should not be started and can be stopped
- is a disciplinary offence, and
- will be dealt with seriously.

All Department Heads have been reminded of the seriousness of personal harassment, and you can be assured that should you have a complaint of this nature, it will be taken seriously, acted upon quickly and handled in a confidential manner.

12.

CITY OF HAMILTON
- RECOMMENDATION -

MAY 1 1992

DATE: 1992 May 1

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

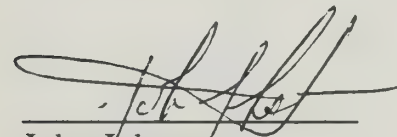
FROM: Mr. John Johnston
Commissioner of Human Resources

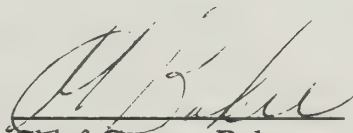
Chief George Baker
Hamilton Fire Department

SUBJECT: Fire Recruiting (C-030-092)

RECOMMENDATION:

That the amount of \$7,500 to cover additional recruiting expenses be funded initially by an approved overdraft in the accounts of the Fire Department and to be absorbed within the overall surplus of the City if necessary.


John Johnston


Chief George Baker

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On a bi-annual basis, the Human Resources Centre and the Hamilton Fire Department hold a recruitment drive to attract interested applicants wishing to become Probationary Fire Fighters. The drive being held in the spring of 1992, for the 1992 - 94 season is substantially different from those held in the past in the hope that the new method is less subjective during the initial stages of the process.

In February 1992, an advertisement appeared in the local and ethnic newspapers announcing the recruitment drive and all relevant details. Interested applicants will be required to participate in the first stage of the selection process- a written aptitude test. Pre-registration for this aptitude test has been on-going since that time.

Based on previous years' experiences, including periods of economic downturn, it was estimated that we could receive up to 2,000 applicants. All our budget estimates were based on those figures. To date we have received registrations for just over 2,500 applicants. It is therefore necessary for us to order more aptitude test and arrange for further space to accommodate those writing the test. The above is an estimate of the additional monies required.

13.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 4

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. D. Thompson
Acting City Clerk

SUBJECT: Request for advertising space -
Mohawk College 25th Anniversary Celebration.

RECOMMENDATION:

That due to extreme financial restraints, no action be taken with respect to the request from Mohawk College for the City of Hamilton to purchase advertising space in the College's 25th Anniversary commemorative book.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Cost of a space ranges between \$600.00 for 1/6 page to \$4,400.00 for an outside back cover.

BACKGROUND:

The above recommendation is consistent with the position recently taken by the Finance and Administration Committee on a similar request from the Hamilton Wentworth Stroke Recovery association.

Approval of this request would have an adverse impact on the Advertising and Promotion Account of the City Clerk's Department. The 1990 appropriation for this account was reduced by \$10,000.00 and the 1992 appropriation was reduced by a further \$10,000.00.



FACSIMILE MEMO

TO: Susan Reeder
Secretary of Finance & Administration Committee
City of Hamilton

FROM: James Milligan

DATE: 14 April 1992

SUBJECT: Mohawk 25th Anniversary Celebrations

Attached please find the media kit for the Mohawk College Silver Celebration.

Please take a minute to look it over. Any support you can give would be greatly appreciated.

I will contact you shortly to confirm your order.

Regards

James Milligan
Sales Coordinator

Enclosures

INTERKOM INC.

1001 Champlain Ave.

Suite 200

Burlington, Ontario

L7L 5Z4

Tel: 416 332-8315

Fax: 416 332-8316



MOHAWK COLLEGE

OF APPLIED ARTS AND TECHNOLOGY

OFFICE OF THE PRESIDENT

Spring 1992

City of Hamilton
71 Main St. W.
Hamilton, Ontario
L8P 1H4



Attention: Ms. Susan Reeder
Secretary of Finance & Administration Committee

Dear Ms. Susan Reeder:

1992 marks a milestone in the history of Mohawk College!

During November of 1992, we will be celebrating our 25th Anniversary and to commemorate this important event, we are publishing a distinctive book entitled the "25th SILVER CELEBRATION."

This publication will be presented to all invited guests and dignitaries who will be attending various Anniversary events on campus. Additional copies will be made available to students, faculty, staff, advisory committee members, governors, etc.

The focus of this special publication will be 25 exciting years of growth and development of Mohawk College along with present and future initiatives. We believe the historical information contained in the "25th SILVER CELEBRATION" commemorative book will make it a nostalgic keepsake.

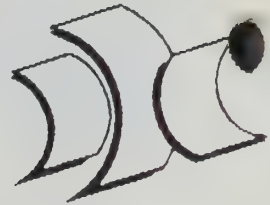
As a valued supplier to Mohawk College, I encourage your participation in our celebration by reserving advertising space. Since this space is extremely limited, please book early! A rate card is included for your convenience.

For additional information please call the Publisher, Interkom Inc., at (416) 332-8315.

Sincerely

Keith McIntyre
President

Fennell Avenue and West 5th, P.O. Box 2034, Hamilton, Ontario L8N 3T2 (416) 575-2253
Hamilton Telex 061-8348 After hours or if no answer call 575-1212



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Spring 1992

City of Hamilton
71 Main St. W.
Hamilton, Ontario
L8P 1H4

Attention: Ms. Susan Reeder
Secretary of Finance & Administration Committee

Dear Ms. Susan Reeder:

This year Mohawk College is celebrating its 25th Anniversary!

Twenty-five years seems a very short time when we think back to all the developments that have made Mohawk College an educational leader in our community.

I would like to invite you to join the special "25th SILVER CELEBRATION" by participating in our unique commemorative book. This book is being produced by Mohawk College for extensive distribution to key college supporters throughout 1992 and beyond.

A special letter from Keith McIntyre as well as details on the advertising rates and data are enclosed for your information. Please review this material and contact our office to book your space. One of our staff will be in touch with you to answer any questions that you might have.

Thank you for your continuing interest in Mohawk College and I look forward to your participation in the "25th SILVER CELEBRATION" commemorative book. Your support will help make the 25th year a great year!

Sincerely

Martin van Zon
Publisher
Enclosure

INTERKOM INC.

1001 Champlain Ave

Suite 200

Burlington, Ontario

L7R 5Z4

Tel: 416 332 8315

Fax: 416 332 8316

RATES & DATA



PUBLICATION: MOHAWK COLLEGE
25th SILVER CELEBRATION
Commemorative Book

CIRCULATION: Controlled 10,000

MECHANICAL REQUIREMENTS: Printed offset lithography, sheetfed, perfect bound,
trim size: 8-1/2" x 11"

SCREEN RULING: 133 line preferred, 150 line acceptable.

BLEED SIZE: 8-3/4" x 11-1/4"

PREFERRED COPY Camera ready mechanical or negative film (right reading,
emulsion side down), QuarkXpress or Pagemaker file (MAC or IBM)

STANDARD AD SIZES:

7-1/2" x 10"

7-1/2" x 4-7/8"

4-7/8" x 4-7/8"

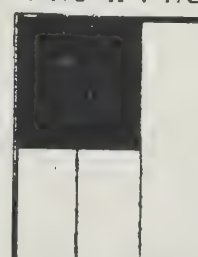
2-3/16" x 4-7/8"



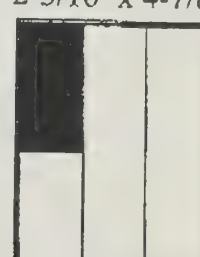
FULL PAGE
\$2,400.



1/2 PAGE
\$1,600.



1/3 PAGE
\$1,050.



1/6 PAGE
\$600.

BLACK & WHITE ADVERTISING RATES:

PREMIUMS:

INSIDE FRONT COVER: 4 colour \$3,900.
INSIDE BACK COVER: 4 colour \$3,600.
OUTSIDE BACK COVER: 4 colour \$4,400.

CHARGES:

Display typesetting and artwork performed by Interkom Inc.
will be charged at prevailing rates.

TERMS:

Payment in full with order.

PUBLICATION DATE:

October 1992

CLOSING DATE:

August 10, 1992

INSTRUCTIONS:

Fax your order a.s.a.p or
mail space contracts, film
correspondence to:

INTERKOM INC.
1001 Champlain Ave.
Suite 200, Burlington
Ontario L7L 5Z4
Tel: 416/332-8315
Fax: 416/332-8316



INTERKOM INC.

1001 Champlain Ave.

Suite 200

Burlington, Ontario

L7L 5Z4

Tel: 416 332-8315

Fax: 416 332-8316

14.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 1

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
English Language Sub-Committee

SUBJECT: CLARIFICATION OF MANDATE OF
ENGLISH LANGUAGE SUB-COMMITTEE

RECOMMENDATION:

- (a) That the City Solicitor be requested to define for clarification purposes the Terms of Reference and Mandate of the English Language Sub-Committee so that it may be referred to in any situation.
- (b) That all members of the English Language Sub-Committee be invited to discuss the Solicitor's Report with the Finance and Administration Committee at their earliest convenience.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

Recently the English Language Sub-Committee made a recommendation to the Finance and Administration Committee with regard to bilingual signage. However, this recommendation was rejected at the Finance and Administration Committee agenda review meeting as going beyond the jurisdictional authority of the English Language Sub-Committee.

Mr. Tommy Tarpos, the Chairperson of the English Language Sub-Committee, subsequently attended and addressed the 1992 March 5 meeting of the Finance and Administration Committee on the importance of clarifying and redefining the mandate of the English Language Sub-Committee.

Following consideration, the Finance and Administration Committee agreed that there was sufficient latitude in the current Terms of Reference for the English Language Sub-Committee to continue to carry out its exemplary work and directed that the presentation by Mr. Tarpos be received. A copy of the existing Terms of Reference is attached for the information of the members of the Finance and Administration Committee.

The English Language Sub-Committee made a further recommendation to the Finance and Administration Committee on 1992 March 31 for an expansion of the existing Terms of Reference for the purpose of clarification and definition. However, the Finance and Administration Committee reconfirmed the original Terms of Reference of the English Language Sub-Committee as adopted by City Council on 1990 December 11.

The English Language Sub-Committee discussed this matter further at its regular meeting of 1992 April 28 and in an effort to resolve this situation and have their Terms of Reference defined for clarification purposes made the foregoing recommendation.

c.c. T. Tarpos, Chairperson, English Language Sub-Committee
File

ENGLISH LANGUAGE SUB-COMMITTEE

TERMS OF REFERENCE

That the English Language Sub-Committee provide a liaison between the City of Hamilton and the English speaking community by looking into the English speaking situation with the authority to recommend solutions and means of action regarding the problems encountered by Hamilton's English speaking community.

Adopted by City Council on 1990 December 11

CA4 ON H3L A05
C51F31
1992

J.J. SCHATZ
CITY CLERK



Urban/Municipal Librarian
Public Library
2nd Floor

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

TEL: 546-2700
FAX: 546-2095

1992 May 15th

URBAN MUNICIPAL

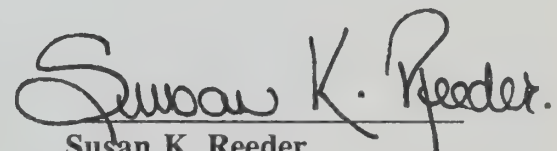
MAY 15 1992

GOVERNMENT DOCUMENTS

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1992 May 21st
9:30 o'clock a.m.
Room 233, City Hall


Susan K. Reeder
Secretary

A G E N D A

1. DELEGATIONS

- (a) Hamilton Fire Fighters re: Pension.
- (b) Joint Presentation by the Acting Chief Administrative Officer and the Director of Public Works; Director of Culture and Recreation; Commissioner of Human Resources and Presidents of Local 1041 and Local 5 - Relationship by Objective Program (Preventative Mediation). (report to follow)
- (c) Florist's Association - City's Street Vendors Programme re: Sale of Flowers on Street Corners. (no copy)

2. PARKING AUTHORITY

Presentation on Re-Construction - City Hall Carpark. (no copy)

3. CONSENT AGENDA

4. **DIRECTOR OF PROPERTY**

Extension of Closing Date - Sale of Property 1100 Limeridge Road East to Municipal Non-Profit (Hamilton) Housing Corporation.

5. **SELECTION COMMITTEE**

- (a) Keep Hamilton Clean Committee (3 vacancies).
- (b) Hamilton Civic Hospitals Board of Directors (1 vacancy).
- (c) English Language Sub-Committee (1 vacancy).

6. **HAMILTON FARMERS' MARKET SUB-COMMITTEE**

- (a) Partnership Agreement - Coffee Shop - Stand No. 176.
- (b) Market Hours - Open to Public; Market Hours - For Unloading Purposes Only.
- (c) Unauthorized Encroachment - Hamilton Farmers' Market.

7. **RESOLUTIONS**

Opposition to the Provincial Proposal to Invest OMERS Funds.

- (a) Report - Treasurer. (report to follow)
- (b) Resolution - Town of Newmarket.
- (c) Resolution - City of Etobicoke.

8. **TREASURER**

1991 Financial Report.

9. **ACTING CHIEF ADMINISTRATIVE OFFICER AND CITY CLERK**

Proposed By-law to licence and Regulate the Sale of Tobacco to Minors; and Proposed Transfer of Smoking Programs to Public Health Services Department.

10. CORRESPONDENCE - REGIONAL CHAIRMAN'S OFFICE

Cost sharing in Production Costs - "Sketches of Our Town".

11. PRIVATE AND CONFIDENTIAL AGENDA

12. OTHER BUSINESS

13. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
- (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 March 22 (presently under review by Treasurer).
2. Street Vendors Program - Examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending from Manager, Licensing Division.
3. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
4. Steel City Flea Market - Flea Market By-law #87-234-Report pending for Manager of Licensing.
5. Review Civic Awards regulations to include recognition of cultural achievements (1992 January 09). Staff report pending.
6. H.S.P.C.A. to report back on possible amendments to existing legislation to improve power to confiscate vicious animals - 1992 January 23.
7. Windermere Basin 1992 February 06 - Status report pending from City's Appointee to Hamilton Harbour Commissioners.
8. Theatre Terra Nova - Reduction in monthly mortgage payments - Referred back by City Council 1992 February 25.
9. Review process for repossessing properties for outstanding taxes - Requested by Alderman Copps in letter dated 1992 February 28 to Acting Treasurer.

10. Up-date on Vehicle Fleet Leasing Proposals - 1992 March 5 - Report from Acting Treasurer pending.
11. Report - Tendering the City's Insurance Portfolio.
12. Information Report - Manager of Purchasing - City's Energy Lightbulb Programme - requested 1992 March 26.
13. Report - Building Commissioner - Rationale of Development Charges on 84 Birmingham Street - 1992 April 9 meeting.
14. Report - Director of Property - proposed policy on display of plaques, posters, memorabilia, etc. - 1992 April 23 meeting.
15. Report - Acting Chief Administrative Officer - Hamilton Steelers rental arrears - 1992 April 23 meeting.
16. Report - City Clerk - costs incurred as a result of the use of City Hall facilities by outside groups.
17. Draft resolution - City Solicitor - Open Local Government proposals - 1992 April 28 Council.
18. Report - City Treasurer - Inclusion of Commercial and Industrial assessed properties on the Optional Pre-authorized Residential Property Tax Payments Programme.

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1992 MAY 21ST

CONSENT AGENDA

3.

A. **ADOPTION OF THE MINUTES**

Minutes of the regular meeting held Thursday, 1992 May 7th.

B. **MANAGER OF PURCHASING**

Annual Service to Tower Centrifugal Water and Ice Chillers, Copps Coliseum during 1992, 1993 and 1994.

C. **ACTING DIRECTOR OF PUBLIC WORKS AND ACTING CITY TREASURER**

- (i) Request for Major Repairs to Fire Department Rescue Unit #9, Vehicle #1672, a 1982 G.M.C. Truck, from the Reserve for Major Repairs Account CH 5X522 00103.
- (ii) Request for Major Repairs to Fire Department Pumper #16, Vehicle #1670, a 1982 White Truck, from the Reserve for Major Repairs Account CH 5X522 00102.

D. **CITY TREASURER**

- (i) To replace Schedule "A" of By-law 92-118, The International Village Business Improvement Area 1992 Levy By-Law.
- (ii) Information Report - Status of Unclassified Revenue and Expenditures as at 1992 April 30.
- (iii) Information Report - Status of Hosting, Receptions and Related Accounts as at 1992 April 30.

E. **CITY CLERK**

- (i) Extension of Liquor Licence - Hamilton Beach Rescue Unit Association.
- (ii) Ride for Sight Pennant Run.

F. **COMMISSIONER OF HUMAN RESOURCES**

Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton.

Thursday, 1992 May 7
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Alderman D. Drury
Alderman D. Agostino
Alderman T. Anderson
Alderman T. Cooke

A.

Regrets: Mayor Robert M. Morrow - City Business
Alderman G. Copps - Vacation
Alderman V. Agro - City Business

Also present: Alderman F. D'Amico
Alderman M. Kiss
Alderman B. Morelli
J. Pavelka, Acting Chief Administrative Officer
R. Hammel, Acting City Treasurer
J. Hindson, Commissioner of Information Services
D. King, City Treasury Department
J. McAnanama, Chief Librarian
J. Johnston, Commissioner of Human Resources
J. Munroe, Employment Equity Officer, Human Resources Centre
C. Stableford, H.S.P.C.A.
B. Desnoyers, Property Department
P. Noé Johnson, City Solicitor
D. Vyce, Director of Property
Susan K. Reeder, Secretary

1. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda and approved the following:

A. ADOPTION OF THE MINUTES

The Committee was in receipt of the Minutes of its regular meeting held Thursday, 1992 April 23rd and approved those minutes as circulated.

B. COMMISSIONER OF HUMAN RESOURCES

(i) Increase in Stipend - City Doctor - Firefighters.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 April 30, respecting the above-noted matter and approved the following:

That the fees paid to the City Doctor be increased by 4% effective 1992 January 1.

(ii) Staffing Classification - Traffic Services Department.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 April 29, respecting the above-noted matter and approved the following:

That the salary classification for the following non-union position in the Traffic Services Department be approved as follows:

<u>Position:</u>	<u>Function:</u>	<u>Grade:</u>	<u>Salary:</u>
Chief Drafting Technician	Supervise staff in the drafting section and co-ordinate work flow. Perform traffic design functions and produce drafting evaluation assignments.	M	\$40,640.60- \$47,819.20

C. HAMILTON STATUS OF WOMEN SUB-COMMITTEE

Appointment of member to the Advisory Committee on Equitable Representation on Committees/Boards/Commissions

The Committee was in receipt of a report dated 1992 April 22 from the Secretary of the Hamilton Status of Women Sub-Committee, respecting the above-noted matter and approved the following:

"That Valya Roberts be appointed to serve on the Advisory Committee on Equitable Representation on Committees/Boards/Commissions as the Hamilton Status of Women Sub-Committee's representative to replace Mary McKenzie, former member."

D. ACTING TREASURER

(i) 1992-2001 Capital Budget Program - Chedoke Mountain Steps - Project No. 126.0.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 21, respecting the above-noted matter and approved the following:

That, in order to correct an error in Appendix "A" of the Capital Budget submission to City Council 1992 March 27, that Project No. 126.0 "Chedoke Mountain Steps", incorporated in the Council Agenda under Page C5 of Section 1(a) of Appendix "A", with a starting date incorrectly stated as 1994, be revised to the correctly approved year of 1998.

(ii) Funding - proposed construction of sidewalks as local improvements on Upper Paradise Road, south of Stone Church Road.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 13, respecting the above-noted matter and approved the following:

That as referred to in Section 25 of the Sixth Report of the Transport and Environment Committee for 1992, the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the following projects:

- (a) Upper Paradise Road east side from Stone Church Road to approximately 187m southerly and from approximately 86m south of Skyview Drive to approximately 83m southerly - independent concrete sidewalk at an estimated gross cost of \$27,700. with a City's share of \$7,964. to be financed from 1992 Capital Levy and the balance of \$19,736., being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$19,736. for a term not to exceed 20 years for the above project.
- (b) Upper Paradise Road west side from Stone Church Road to approximately 138m southerly - independent concrete sidewalk at an estimated gross cost of \$11,400., with a City's share of \$304. to be financed from 1992 Capital Levy and the balance of \$11,096., being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$11,096. for a term not to exceed 20 years for the above project.

(iii) **Funding - additional cost for the construction of municipal services on Fieldway Drive, Millwood Place, and a Public Walkway.**

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 30, respecting the above-noted matter and approved the following:

That as referred to in Section 18 of the Sixth Report of the Transport and Environment Committee for 1992, the City's Share of Services for the construction of Municipal Services on Fieldway Drive, Millwood Place and Public Walkway in Hamilton in the additional amount of \$40,000. be financed from the Reserve for City's Share of Services through Unsubdivided Lands, and the total cost of this project be revised from the previously authorized \$166,719. to the revised amount of \$206,719.

(iv) **Funding - Blossom Estates Subdivision.**

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 30, respecting the above-noted matter and approved the following:

That as referred to in Section 17 of the Sixth Report of the Transport and Environment Committee for 1992, the City's Share of Services for the Blossom Estates Subdivision in the amount of \$118,238.39 be financed from the Reserve for City's Share of Services through Unsubdivided Lands.

(v) **Replacement of Office Equipment - Building Department.**

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 30, respecting the above-noted matter and approved the following:

"That office equipment as described in Section A of 1992 Budget Form No. 4 attached, namely two dictaphone/transcribers and two electric pencil sharpeners in the Building Department, be replaced and funded from the "Reserve for Office Equipment", Centre number 00114, at an estimated replacement cost of \$1,732."

E. MANAGER OF PURCHASINGRenovate pool filtration systems - Jimmy Thompson Memorial Pool, King Street East.

The Committee was in receipt of a report from the Manager of Purchasing dated 1992 April 24, respecting the above-noted matter and approved the following:

That a purchase order be issued to Oakville Custom Swim Pools Ltd., Oakville, in the amount of \$65,371. including all taxes to renovate the pool filtration system at Jimmy Thompson Memorial Pool, King Street East, Hamilton, being the lowest of two quotations received, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed through Operating Supplies Account No. CH56103 31330.

F. MANAGER OF PURCHASING & DIRECTOR OF PROPERTYMaintenance Contract for Honeywell Controls - Hamilton Place, Hamilton Convention Centre, Copps Coliseum.

The Committee was in receipt of a joint report from the Manager of Purchasing and the Director of Property dated 1992 April 30, respecting the above-noted matter and approved the following:

- (a) That authorization be given to the Manager of Purchasing to issue a purchase order to Honeywell Limited, Hamilton, for annual preventative maintenance of the Honeywell building automation controls for Hamilton Place, Hamilton Convention Centre and Copps Coliseum, in the annual amounts listed below for 1992 and that these expenditures be financed through various approved accounts, as follows:

(i)	Hamilton Place	\$ 18,068.
(ii)	Hamilton Convention Centre	40,296.
(iii)	Copps Coliseum	125,376.

- (b) That this authorization allow for the renewal of the maintenance agreements including any inflationary increase for 1993 and 1994.

G. CITY CLERK(i) Civic Awards - Blessed Sacrament Minor Bantam Basketball Team.

The Committee was in receipt of a report from the Acting City Clerk dated 1992 April 30, respecting the above-noted matter and approved the following:

That civic silver pins be awarded to the following members of the 1991 and 1992 Blessed Sacrament Minor Bantam Basketball Teams for winning the 1991 and 1992 Provincial Championships:

Enzo Antonucci	Jesse Horner	Matt Milos
Neil Belot	Marcus Jankus	Vincent Pugliese
Scott Craven	Vic Jankus (Coach)	Neil Quinto
Jonathan Curtis	Scott Johnson	Lucas Richardson
Paul Dixon	Ted Kalnins	Jim Robinson (Coach)
Josh Docstator	Ron Laidman	Brian Taylor
Brian Donelson	Michael Leskovec	Leigh Taylor
Matthew Erdman	Rick Matthew (Manager)	Kyle Yeomans
Serge Fuca	Taylor Matthew	

(ii) Display of Art Work - Westdale Secondary School.

The Committee was in receipt of a report from the City Clerk dated 1992 April 24, respecting the above-noted matter and approved the following:

That permission be granted to Westdale Secondary School to use the east and west areas of the second floor foyer to display Grade 13 Students Art Work from Monday, 1992 June 22 to 26 inclusive.

(iii) Boy Scout and Girl Guide Annual Parade.

The Committee was in receipt of a report from the City Clerk dated 1992 April 24, respecting the above-noted matter and approved the following:

(a) That the Manager, Property Maintenance Division, be authorized and directed to erect a reviewing stand and all other pertinencies on the south sidewalk on Main Street West in front of City Hall on Saturday, 1992 May 30, to be in place from 8:45 a.m. to 11:45 a.m. on the occasion of the annual Boy Scout and Girl Guide Parade.

(b) That Scouts Canada be granted permission to use the east side of the City Hall lower level parking lot for a dispersal area following the Boy Scout and Girl Guide Parade.

(iv) Croatian Democratic Union of Hamilton - Wentworth Peace Rally.

The Committee was in receipt of a report from the City Clerk dated 1992 April 24, respecting the above-noted matter and approved the following:

That approval be given to the action taken by the City Clerk in authorizing the Croatian Democratic Union of Hamilton-Wentworth to use the City Hall Forecourt and related equipment on Saturday, 1992 April 25 from 2:00 to 3:00 p.m. for a peace rally.

(v) Use of City Hall Forecourt by Hamilton Veterans Committee - 1992 June 14 for Decoration Day Parade.

The Committee was in receipt of a report from the City Clerk dated 1992 April 24, respecting the above-noted matter and approved the following:

(a) That permission be granted to the Hamilton Veterans Committee to use the City Hall Forecourt on Saturday, 1992 June 14 from 11:30 a.m. to 12:15 p.m. for the purposes of forming up a parade which will march from City Hall to the Cenotaph in Gore Park for a 12:30 p.m. Decoration Day Service; and,

(b) That the first floor of City Hall be open to Hamilton Veterans to access washrooms from 11:30 a.m. to 12:15 p.m.; and,

(c) That the City Clerk be authorized to approve of a similar use in future years, provided it does not conflict with any other event.

(vi) Kinette Club of Hamilton - Proud to be Canadian Tour.

The Committee was in receipt of a report from the Acting City Clerk dated 1992 April 30, respecting the above-noted matter and approved the following:

That approval be given to the action taken by the Acting City Clerk in authorizing the Kinette Club of Hamilton to use the City Hall forecourt and flagpole for a Flag Raising Ceremony from 12:00 noon to 2:00 p.m. on Wednesday, 1992 May 06 during the Proud to be Canadian Tour.

(vii) Special Occasion Permit - Mordomia de St. John Day - Portuguese Community.

The Committee was in receipt of a report from the Acting City Clerk dated 1992 May 4, respecting the above-noted matter and approved the following:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the Festival of the Mordomia de St. John Day in honour of the Holy Spirit being held outdoors at the Lusiadas Parking Lot (Mulberry Street between MacNab and James Street) on 1992 June 20th and 21st, and has no objection to the issuance of a Special Occasion Permit.

(viii) Special Occasion Permit - St. Mary's Portuguese Parish (Portuguese Congregation) Summer Festivities.

The Committee was in receipt of a report from the Acting City Clerk dated 1992 May 4, respecting the above-noted matter and approved the following:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the Summer Festivities of St. Mary's Portuguese Parish (Portuguese Congregation) being held on the Parish grounds at 146 Park Street North on 1992 June 7, July 5, August 7-9 and September 6&7, and has no objection to the issuance of a Special Occasion Permit.

REGULAR AGENDA

The Chairperson requested that Item 10 on the Agenda respecting the report of the Property/Taxation Steering Committee be moved up, and the Committee concurred with this request.

10. PROPERTY/TAXATION STEERING COMMITTEE

Optional Pre-authorized Residential Property Tax Payments (a brief presentation will be given).

The Committee was in receipt of a report from the Property/Taxation Steering Committee dated 1992 April 27, respecting the above-noted matter.

Mr. Dave King of the Treasury Department gave a visual overhead presentation on the proposed Pre-Authorized Residential Property Tax Payments.

Considerable discussion then ensued with various concerns on the number of occurrences for N.S.F. cheques and the action to be taken, as well as the time that a property owner would not be allowed to participate in the programme.

Following this discussion, the Committee approved the following amended recommendation:.

- (a) That the optional Pre-authorized Tax Payment Plan be implemented effective 1993 January 1.
- (b) That the following elements of the optional Pre-authorized Tax Payment Plan be approved:

Eligibility

- (i) The Plan shall initially be available to Residential properties excluding residential commercial and industrial properties.
 - (ii) The status of the tax account must be current.
 - (iii) Continued enrolment in the Pre-authorized Tax Payment Plan may be revoked by the Treasurer if more than one monthly payment fails to be honoured. Tax accounts disqualified from the program, shall revert to the regular instalment billing system and be subject to penalties and interest in accordance with By-law Number 71-69 or subsequent levy by-laws. In such cases the taxpayer will not be eligible to re-apply for enrolment in the Pre-Authorized Tax Payment Plan for a period of one year after the account has been returned to good standing.
 - (iv) Payments shall be by pre-authorized withdrawal (electronic funds transfer) from the applicant's financial institution.
 - (v) Payments for the 1993 taxation year shall be made in eleven monthly payments commencing 1993 January 1 to 1993 November 1, inclusive. Payments for the 1994 taxation year shall be made in twelve payments commencing 1993 December 1 to 1994 November 1, inclusive and continue thereafter in twelve monthly payments. Where enrolment is made during the course of the year the payments will be prorated.
 - (vi) Enrolment applications received by 1992 November 15 will be eligible for the program as of 1993 January 1. Applications received after 1992 November 15 will be placed on the pre-authorized payment plan as soon as possible thereafter. Enrolment is continuous and valid for each subsequent year unless written notice of cancellation is received.
 - (vii) Provided that pre-authorized payments are maintained as scheduled, no interest, discount or penalties will be applied.
 - (viii) Each taxpayer enrolled in the plan, will receive an annual statement of account and a revised monthly payment amount for the next period.
- (c) That the City Solicitor be authorized and directed to prepare the necessary By-laws for the implementation of the optional Pre-authorized Tax Payment Plan.
 - (d) For the information of the members of City Council, the Finance and Administration Committee have directed the Acting City Treasurer to report back on including commercial and industrial assessed properties in the Plan.

2. HAMILTON PUBLIC LIBRARY BOARD

Feasibility Study for an Archive of Municipal Records.

The Committee was in receipt of a report dated 1992 April 30 from the Chairperson of the Hamilton Public Library Board, respecting the above-noted matter

Ms. J. McAnanama, Chief Executive Officer for the Hamilton Public Library Board was in attendance and spoke to the report.

Some discussion ensued and the Committee then approved the following:

- (a) That the "Final Report for an Archive of Municipal Records of the City of Hamilton, the Regional Municipality of Hamilton-Wentworth and nine (9) other participating bodies in the Hamilton-Wentworth Region" as prepared by Lord Cultural Resources Planning & Management Inc., be received. Copies of the Executive Summary were distributed to members of the Finance and Administration Committee and are available from the Committee Secretary upon request.
- (b) That City Council refer the Report to the City Clerk's Office, and that the City Clerk designate a staff member to participate along with representatives, from the other participating bodies, on the Municipal Archive Planning Committee to be chaired by the Hamilton Public Library. The Planning Committee shall be charged with the responsibility of developing an implementation plan.

3. DIRECTOR OF CULTURE AND RECREATION

Ontario Recreation Forum Conference.

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1992 April 29, respecting the above-noted matter and approved the following:

That approval be given for assistance in the hosting of the Ontario Recreation Forum-Conference being held 1992 May 7-8-9 in Hamilton in an amount not to exceed \$1,200., and that this amount be charged to "Hosting of Conferences with Municipal Subject Content", Account CH 55307-80040. This will be a one-time subsidy for the inaugural event which will become an annual event held in the City of Hamilton.

4. CITY SOLICITOR

Requested Information Report - Regulation of the Sale of Glue.

The Committee was in receipt of an Information Report from the City Solicitor respecting the Regulation of the Sale of Glue, dated 1992 April 30. This report had been requested at a previous Finance and Administration Committee meeting by Alderman D. Drury.

Considerable discussion ensued on this matter and the following motion was approved:

That the Regional Municipality of Hamilton-Wentworth, through its Health and Social Services Committee and the Regional Medical Officer of Health be requested to review possible actions that can be taken to petition for legislative changes to directly control the sale of glue to minors, or the shops which sell such substances, as a means of limiting illicit use.

5. ALDERMAN D. ROSSShowcase for Ridge Raiders Drum and Bugle Corps Trophies.

The Committee was in receipt of a letter from the President of the Hamilton Central Alliance Ridge Raiders Drum and Bugle Corps requesting permission to permanently display a case of trophies from their Drum Corps at City Hall.

Alderman Ross indicated that this issue is presently being reviewed by the Director of Property with respect to the increasing number of requests for such accommodation and that the Secretary should acknowledge the above-noted letter and advise them that this matter is presently under review. The Chairperson requested that the Director of Property report back on this matter as soon as possible.

6. RESOLUTIONSTown of Tillsonburg - (a) Cross-border shopping.(b) Industrial waste.

The Committee was in receipt of correspondence from the Mayor of the Town of Tillsonburg dated 1992 April 15, respecting the above-noted resolutions. The Committee agreed to receive these resolutions and approved the following:

That the following resolution from the Town of Tillsonburg respecting the cross-border shopping problem be received:

WHEREAS the Treasurer of Ontario will be presenting a budget in the near future;

AND WHEREAS the Province of Ontario requires additional sources of revenue;

AND WHEREAS the problems of cross-border shopping and smuggling have hurt the border municipalities and cost the Province millions in lost revenue;

THEREFORE be it resolved that the Council of the Town of Tillsonburg write a letter to the Treasurer of Ontario asking that he roll back the sales taxes on alcohol, tobacco and gasoline in the upcoming budget to stimulate the economy;

AND FURTHER THAT all Ontario municipalities, Counties and Regions be asked to consider this resolution and, in turn, send a copy of their endorsement to the Premier of Ontario.

That the following resolution from the Town of Tillsonburg respecting waste reduction be received:

WHEREAS the matter of the pending mandate put forth by the Minister of the Environment with respect to mandatory curbside re-cycling be activated in 1992 for municipalities of populations in excess of 5,000 people and further mandates of municipalities to divert waste to landfill in 1992 by 25% and by 50% by the year 2000;

AND WHEREAS solid waste collected at residential curbsides in municipalities across Ontario represents a much lesser amount than solid waste of industrial and commercial that ends up in the same landfill site;

AND WHEREAS recycling efforts of residents of municipalities in Ontario cannot meet the requirements of the Ministry without industry reducing waste to landfill by an equal percentage of diversion;

BE IT THEREFORE RESOLVED that the Council of the Town of Tillsonburg, recommend to the Ministry of the Environment, the Honourable Ruth Greer, that her Ministry promote the Plan for the required amount of diversion of waste by industry across the Province in a more vigorous manner.

7. MAYOR MORROW

Civic Welcome and Luncheon for Roberta Bondar.

The Committee was in receipt of a memorandum from the Mayor dated 1992 April 21, respecting the above-noted matter and approved the following:

That the City of Hamilton host a reception for Roberta Bondar on the occasion of her special appearance in Hamilton on Thursday, 1992 May 14th, prior to the conferral of an Honourary Doctorate by McMaster University. That the charges for this civic luncheon in the amount of \$2,500. be charged to Account No. CH55314 -84010.

8. DIRECTOR OF PROPERTY

(a) LaSalle Park Pavilion - Structural Feasibility Study - Request for Funding from the City of Burlington.

The Committee was in receipt of a report from the Director of Property dated 1992 April 28, respecting the above-noted matter.

A considerable amount of discussion ensued on this issue and the Committee then approved the following:

That Mayor Morrow; Alderman Ross, Chairperson of the Finance and Administration Committee; and J. Pavelka, Acting Chief Administrative Officer be authorized to meet with representatives from the City of Burlington to discuss a possible transfer of LaSalle Park to the City of Burlington in exchange for a capital contribution to one of the City of Hamilton's Waterfront projects at the market value of LaSalle Park.

(b) Ontario Hydro Lighting Retrofit Proposal - City Hall Property Department Space - 1st Floor.

The Committee was in receipt of a report from the Director of Property dated 1992 April 24, respecting the above-noted matter.

The Committee approved the following:

- (a) That authorization be given to the Director of Property to proceed with the re-lamping of the Property Department space on the first floor of City Hall, utilizing new T-8 lamp and electronic ballast technology in conjunction with Ontario Hydro at no cost to the City; and,
- (b) That the Director of Property be authorized to initially pay for electrical retrofit at an estimated cost of \$11,400. with total reimbursement being directed to the City from Ontario Hydro once the project is completed.

9. ACTING TREASURER

- (a) Hamilton S.P.C.A. - Provision for funding office equipment, motor vehicle, computers, etc.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 30, respecting the above-noted matter.

Mr. Cam Stableford, of the H.S.P.C.A. was in attendance to speak to this matter. He indicated that during the 1992 Budget discussions that the appropriation for this equipment was deleted.

Alderman Cooke spoke to the Committee and indicated that this deletion should not have occurred and that this amount be funded at this time, but that it be insured that the funds be returned to the Reserve for H.S.P.C.A. Capital Projects.

The Committee then approved the following amended recommendation:

- (a) That the 1992 requirement of the Hamilton Society for the Prevention of Cruelty to Animals (H.S.P.C.A.) for the provision to purchase office equipment, motor vehicle, computers and like items in the amount of \$50,240. be financed from the Reserve for H.S.P.C.A. Capital Projects; and,
- (b) That the H.S.P.C.A. be requested to include the specific funding requirement for the purchase or replacement of motor vehicle, computer, office equipment, etc. in the current operating budget for 1993 and future years to be considered during the City's budgeting process.
- (c) That the City Treasurer be directed to recommend at the 1992 year end a method of replenishing the amount of \$50,240. to the Reserve for H.S.P.C.A. Capital Projects.

- (b) Replacement of mobile equipment in 1992.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 April 30, respecting the above-noted matter.

It was pointed out that the recommendation for one vehicle from the Parking Authority should be deleted since the Parking Authority has directed that a new purchase will not be made at this time.

The Committee then approved the following:

That funds be allocated from the Reserve for Replacement of Mobile Equipment, Account Centre No. CH 00101, for the replacement of vehicles as summarized below:

<u>Section</u>	<u>No. of Vehicles</u>	<u>Estimated Amount</u>
City Garage Pool	15	\$ 250,000.
Public Works		
- Vehicles	43	<u>2,155,050.</u>
- Miscellaneous Equipment	<u>18</u>	
TOTAL	<u>76</u>	<u>\$2,405,050.</u>

11. COMMISSIONER OF HUMAN RESOURCES

(a) Information Report - Discrimination/Harassment Training Brochures and Posters.

The Committee was in receipt of an Information Report dated 1992 April 30 from the Commissioner of Human Resources, respecting the above-noted matter and the Committee agreed to receive this report.

(b) Policy against discrimination and harassment.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 April 30, respecting the above-noted matter.

Considerable discussion ensued on this issue and Mr. Johnston spoke to the Committee with a possible amendment to include personal sexual exhibitions. General concern ensued on including such reference as it could be applied to performances at Hamilton Place and Copps Coliseum.

The Committee then approved the following recommendation:

- (a) That the policy dated 1985 August "Personal Harassment at the Workplace" be rescinded and that the proposed new policy on Harassment and Discrimination attached hereto and marked as Appendix "A", be approved;
- (b) That the Commissioner of Human Resources review with the Status of Women Sub-Committee and the Mayor's Race Relations Committee the changes to the Policy on Sexual Harassment; and,
- (c) That the Commissioner of Human Resources report to the Finance and Administration Committee on any recommended changes put forward after review by the Status of Women Sub-Committee and the Mayor's Race Relations Committee.

12. COMMISSIONER OF HUMAN RESOURCES AND FIRE CHIEF**Fire Recruiting.**

The Committee was in receipt of a joint report from the Commissioner of Human Resources and Fire Chief dated 1992 May 1, respecting the above-noted matter. The Committee approved the following:

That the amount of \$7,500. to cover additional Fire Department recruiting expenses be funded initially by an approved overdraft in the accounts of the Fire Department and be absorbed within the overall surplus of the City if necessary.

13. CITY CLERK**Advertising Space request - Mohawk College 25th Anniversary Celebration.**

The Committee was in receipt of a report from the Acting City Clerk dated 1992 May 4, respecting the above-noted matter.

The Committee approved the following:

That due to extreme financial restraints, no action be taken with respect to the request from Mohawk College for the City of Hamilton to purchase advertising space in the College's 25th Anniversary Commemorative Book.

14. ENGLISH LANGUAGE SUB-COMMITTEE**Clarification of Terms of Reference - English Language Sub-Committee.**

The Committee was in receipt of a report from the Secretary of the English Language Sub-Committee dated 1992 May 1, respecting the above-noted matter.

Considerable discussion ensued on this issue and the Committee approved the following:

"That the Terms of Reference of the English Language Sub-Committee be revised to include the words "under the control and jurisdiction of Hamilton City Council" at the end of the mandate; and, further that the English Language Sub-Committee be advised that only issues of municipal content will be considered by the Finance and Administration Committee."

16. OTHER BUSINESS**Correspondence - City of Hamilton Retailers Applications for Exemption as prescribed in Bill 115 and the Retail Business Holidays Act, Ontario for the purpose of permitting Sunday and holiday shopping.**

The Committee acknowledged recent receipt of the above-noted correspondence via the Committee Secretary, and approved the following:

That the correspondence received by numerous retailers in the City of Hamilton respecting Applications for exemption as prescribed in Bill 115 and The Retail Business Holidays Act, Ontario for the purpose of permitting Sunday and holiday shopping, as attached herewith and marked Appendix "B", be referred to Regional Council for consideration by the Economic Development and Planning Committee.

15. PRIVATE AND CONFIDENTIAL AGENDA

The Committee moved In-Camera to discuss matters of a Private and Confidential nature.

REGULAR AGENDA

The Committee moved back into Regular Session and approved the following:

That the City of Hamilton declines to resolve Ontario Court (General Division) Action No. 26023/91 by the payment to the Plaintiff, Betty Warren, of the sum of \$2,000. in full satisfaction of her claim for damages, interest and costs.

SPECIAL COMMITTEE OF THE WHOLE

The Committee agreed that a Special Committee of the Whole Meeting should be called for Tuesday, 1992 May 12, prior to City Council for one hour to allow for discussion on Union negotiations.

EXTENSION OF TABLING - PERFORMANCE EXCELLENCE PROGRAMME

The Committee discussed the need to extend the tabling of the Performance Excellence Programme with respect to the concerns of the Unions and approved the following:

- (a) That Section 34 of the Eighth Report for 1992 of the Finance and Administration Committee, adopted by City Council on 1992 March 31 respecting the tabling of the Performance Excellence Programme, be reconsidered; and,
- (b) That the tabling of the Performance Excellence Programme be extended from 1992 May 2nd to 1992 June 2nd.

17. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Susan K. Reeder
Secretary
1992 May 7

CITY OF HAMILTON
- RECOMMENDATION -

B.

DATE: 1992 May 6

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: ANNUAL SERVICE TO TOWER CENTRIFUGAL
WATER AND ICE CHILLERS, COPPS COLISEUM
DURING 1992, 1993 AND 1994

RECOMMENDATION:

That a purchase order be issued to York Applied Systems, Mississauga, in the amount of \$75,628 including all applicable taxes, being the lowest of six quotations received, to provide annual service to the tower centrifugal water and ice chillers at Copps Coliseum during 1992, 1993 and 1994 in accordance with specifications issued by the Manager of Purchasing Vendor's quotation and that this expenditure be financed through Equipment Repair Account No. CH57101 46035.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Quotation Analysis

York Applied Systems, Mississauga	\$ 75,628.00
Beaver Engineering Limited, Hamilton	83,391.52
Black and McDonald Limited, Stoney Creek	91,532.08
Trane Service Agency Hamilton, Hamilton	93,622.24
Honeywell Limited, Hamilton	99,100.00
Comstock Canada, Burlington	180,954.12

Prices include applicable taxes

CITY OF HAMILTON
- RECOMMENDATION -

C (i)

DATE: 1992 May 4

MAY 6 1992

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee


FROM: Mr. D. Lobo
Acting Director of Public Works

Mr. R. Hammel
Acting Treasurer


SUBJECT: *Request for Major Repairs to Fire Department Rescue Unit # 9, vehicle # 1672, a 1982 G.M.C. Truck, from the Reserve for Major Repairs Account CH 5X522 00103.*

RECOMMENDATION:

- (a) That the repairs to the Rescue Body and Compartments, Replacement of the Body Frame and Body Panels, Bottle Racks, Installation of Stainless Fasteners and Hardware, Sliding Trays, Insulated Crew Cab with 40, 000 B.T.U. Heater, Exhaust Fans and Seating, and Painting as required to Fire Department Rescue Unit # 9 (vehicle # 1672) in the amount of \$ 42,000.00 to Paling Incorporated the lowest of two tenders be approved.
- (b) That this expenditure be charged to Account No. CH 5X522 00103 Reserve for Major Vehicle Repairs.
- (c) That the total repair cost of \$ 42,000.00 plus taxes to Fire Department Rescue Unit # 9 (vehicle 1672) be added to the original cost (being \$ 69,857.12) of the Rescue Unit # 9 (Vehicle No.1672) for depreciation purposes.



D. Lobo
Acting Director of Public Works



R. Hammel
Acting Treasurer

Ms. S. Reeder

Secretary, Finance and Administration Committee - Page 2

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above

BACKGROUND:

Two estimates were received for the repairs as required (1) Contran Manufacturing of London Ontario in the amount of \$ 65,238.00, (2) Paling Incorporated of Hamilton Ontario in the amount of \$ 42,000.00. In both estimates Taxes as applicable are extra.

The repairs are expected to take approximately eight (8) to ten (10) weeks to complete after receipt of order and will met all the requirements of the Fire Department for restoration on one Fire Rescue Unit and enable the unit to complete the required life cycle.

Replacement costs for this vehicle would be approximately \$ 165,000.00.

c.c. Mr. G. Kerr Manager Fleet Services

Mr. T. Bradley Manager of Purchasing

Mr. G. Baker Fire Chief

Mr. G. Peace Acting Assistant Deputy Chief

Mr. R. Kay Supervisor of Vehicle and Equipment Repairs

CITY OF HAMILTON
- RECOMMENDATION -

C (ii)

DATE: 1992 May 4

MAY 6 1992

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

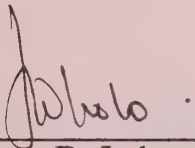
FROM: Mr. D. Lobo
Acting Director of Public Works

Mr. R. Hammel
Acting Treasurer


SUBJECT: *Request for Major Repairs to Fire Department Pumper # 16, vehicle # 1670, a 1982 White Truck, from the Reserve for Major Repairs Account CH 5X522 00103.*

RECOMMENDATION:

- (a) That the repairs to the Hose Body and Compartments, Walk Through and Battery Boxes, Cab and Chassis and Body Wiring to Fire Department Pumper # 16 (vehicle # 1670) in the amount of \$ 37,230.00 to Paling Incorporated the lowest of three tenders be approved.
- (b) That this expenditure be charged to Account No. CH 5X522 00103 Reserve for Major Vehicle Repairs.
- (c) That the total repair cost of \$ 37,320.00 plus taxes to Fire Department Pumper # 16 (vehicle 1670) be added to the original cost (being \$ 133,581.59) of the Pumper # 16 (Vehicle No.1670) for depreciation purposes.



D. Lobo
Acting Director of Public Works



R. Hammel
Acting Treasurer

Ms. S. Reeder

Secretary, Finance and Administration Committee - Page 2

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above

BACKGROUND:

Three estimates were received for the repairs as required (1) Contran Manufacturing of London Ontario in the amount of \$ 44,744.00, (2) C. E. Hickey and Sons Co. Limited of Hamilton Ontario in the amount of \$ 37,480.00, (3) Paling Incorporated of Hamilton Ontario in the amount of \$ 37,230.00. In all three (3) estimates Taxes as applicable are extra.

The repairs are expected to take approximately eight (8) to ten (10) weeks to complete after receipt of order and will met all the requirements of the Fire Department for restoration on one Triple Combination Pumper and enable the unit to complete the required life cycle.

Replacement costs for this vehicle would be approximately \$ 285,000.00.

c.c. Mr. G. Kerr Manager Fleet Services
 Mr. T. Bradley Manager of Purchasing
 Mr. G. Baker Fire Chief
 Mr. G. Peace Acting Assistant Deputy Chief
 Mr. R. Kay Supervisor of Vehicle and Equipment Repairs

CITY OF HAMILTON
- RECOMMENDATION -

D(i)

DATE: 1992 May 12

MAY 12 1992


REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: TO REPLACE SCHEDULE "A" OF BY-LAW 92-118
THE INTERNATIONAL VILLAGE BUSINESS
IMPROVEMENT AREA 1992 LEVY BY-LAW

RECOMMENDATION:

That Schedule "A" of By-law 92-118 be replaced to reflect changes in the total assessed value of the real property used as the basis for computing business assessment from \$1,077,573.00 to \$1,092,621.00 and the mill rate for the special charge from 55.0589 to 54.3281.



I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

To adjust the Mill Rate for the International Village Business Improvement Area so that the funds required by the Board of Management for the B.I.A. are levied correctly.

BACKGROUND:

This is a "housekeeping" amendment to Schedule "A" of By-law 92-118. The original mill rates would have levied an amount different from that which the City Council had passed for the Business Improvement Area Levy.

Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT APRIL 30, 1992

CENTRE NUMBER:CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	1,893.14
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SALES:

Photocopier Revenue	0.00
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MISCELLANEOUS:

Absences - Local 167	(287.64)
Cheques Written Off/Reinstated	(300.00)
Witness Fees	50.00
Sales Tax	20.00

Total Revenue To Date	1,375.50
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Less: Appropriation	50,000.00
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Surplus (Deficit)	48,624.50
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CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT APRIL 30, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,031.60
Transport and Environment Committee	744.93
Keep Hamilton Clean Citizen's Committee	132.53
Parks and Recreation	1,208.78
Crystal Palace Subcommittee	339.98
Golf Subcommittee	127.75
Hamilton Historical Board	1,477.23
Citizen Advisory	147.29
Planning and Development	1,697.78
Committee of Adjustment	261.75
Non Profit Housing	209.95
Hamilton Housing Corporation	15.98
License Subcommittee	546.52
Farmers Market Subcommittee	188.04
English Subcommittee	97.44
French Subcommittee	995.87
Taxicab Taskforce Subcommittee	457.31
Property Standards Subcommittee	11.38
Finance and Administration Committee	2,226.54
Information Systems	52.50
Mundialization Committee	233.92
Football Hall of Fame	705.87
Canusa Games Committee	425.46
Civic Charity Committee	76.59
Management Team	50.95
Hamilton Arts Award	777.61
One Tier Review Committee	209.95

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT APRIL 30, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

MISCELLANEOUS

258 Beach Blvd. - Maintenance Charges	284.59
Flowers & Wreaths	87.97
By-law Registration	272.00
Parking and Cab expenses	196.81
Hydro Charges - Road Sign	48.58
T.H. & B. Railway Realty Taxes	1,556.21
Corporate Challenge	677.73
Canadian Taxi Association Membership	100.00
Smoking Cessation Program	192.65
International Great Lakes Mayor's Conference	5,950.00
Omens Adjustments	94.99
	<hr/>
Total Expended	24,913.03
 Add: Commitments	
Corporate Challenge (Council Feb 25/92)	1,859.27
Hamilton Firefighters Association (Council Jan 14/92)	749.00
	<hr/>
Adjusted Total:	27,521.30
 Less: Appropriation	65,000.00
	<hr/>
Balance - Surplus (Deficit)	37,478.70
	<hr/> <hr/>

CITY OF HAMILTON
- INFORMATION -

D(iii)

MAY 14 1992

DATE: 1992 May 14

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. A. Ross
Treasurer

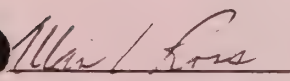
**SUBJECT: STATUS OF HOSTING, RECEPTIONS AND
RELATED ACCOUNTS**

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at April 30, 1992, with a comparison to the year 1991:

<u>1991</u>			<u>1992</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$50,000.00	\$48,000.00	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$ 2,154.37	\$13,845.63
10,000.00	8,036.18	Receptions - City Hall	10,000.00	3,267.44	6,732.56
48,000.00	47,130.44	Special Civic Receptions and Delegation Hosting	40,000.00	14,328.62	25,671.38
15,000.00	10,982.04	Civic Pins, Medals and Rings	15,000.00	6,652.81	8,347.19
<u>3,910.00</u>	<u>7,952.99</u>	Use of City Hall - Outside Groups	<u>3,910.00</u>	<u>2,590.72</u>	<u>1,319.28</u>
<u>\$126,910.00</u>	<u>\$122,101.65</u>		<u>\$84,910.00</u>	<u>\$28,993.96</u>	<u>\$55,916.04</u>

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


A. Ross, Treasurer

Attachment

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended April 30, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
92/02/25	Children's International Games Lausanne, Switzerland - March 18 - 22, 1992 (Bob Sugden, Director of Culture & Recreation)	2,154.37	
	Total Expended		2,154.37
	Add: Commitments		
92/05/12	Ontario Recreation Forum-Conference Hamilton, Ontario - May 7-9, 1992	1,200.00	
	Total Committed		1,200.00
	Total Actual Expended and Committed to date		3,354.37
	LESS: Appropriation		16,000.00
	SURPLUS (DEFICIT)		13,845.63

City of Hamilton
 RECEPTIONS - CITY HALL
 Account CH 55313 84010
 for the period ended April 30, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
160418	92/01/10	Mayor's Office	7.77
161035	92/01/25	Ukrainian Independance Day	490.62
161035	92/01/26	Associazione Musicale	626.70
161801	92/01/28	Mayor's Office	11.66
161801	92/01/29	Mayor's Office	21.86
161801	92/01/29	Mayor's Office	15.54
163300	92/02/18	Mayor's Office	37.46
165018	92/03/04	Mayor's Office	599.40
165018	92/03/06	Mayor's Office	116.55
165018	92/03/11	Mayor's Office	15.54
165018	92/03/11	Mayor's Office	219.50
165018	92/03/12	Mayor's Office	15.54
165018	92/03/13	Mayor's Office	84.25
165018	92/03/13	Mayor's Office	15.54
166034	92/03/17	Mayor's Office	15.54
166377	92/04/02	Mayor's Office	15.43
166377	92/03/21	Race Relation Committee	380.28
166377	92/03/24	Mayor's Office	15.54
167352	92/04/08	Mayor's Office	7.77
167352	92/04/09	Mayor's Office	24.86
168076	92/04/12	Jewish Community Centre	339.61
168076	92/04/07	Mayor's Office	190.48
Total Actual Expended to Date			3,267.44
LESS: Appropriation			10,000.00
SURPLUS (DEFICIT)			6,732.56

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended April 30, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
	Reception for the Commisioner of Employment Equity	614.34	
92/03/31	2nd Annual Steel City Senior Bowl	1,000.00	
92/03/31	Dr. Elena Bonner, The Bertrand Russel Peace Lecturer	799.20	
	Italian General Avarello	440.08	
	Total Expended		2,853.62
	ADD: Commitments		
92/02/25	Hamilton International Air Show	8,000.00	
92/03/31	National Conference Canadian Association of Elizabeth Fry Societies	600.00	
92/04/28	Academic Folklore Group from Ljubljana, Slovenia	375.00	
92/05/12	Roberta Bondar - visit to Hamilton	2,500.00	
	Total Committed		11,475.00
	Total Actual Expended and Committed to date		14,328.62
	LESS: Appropriation		40,000.00
	SURPLUS (DEFICIT)		25,671.38

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended April 30, 1992

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
161389	1 - 10k Man's Civic Ring & 1 - 5pt C Diamond & Box	322.04
162471	5 - 10k Man's Civic Ring & 5 Boxes	1,138.47
162471	63 Civic Pins & 63 Boxes	1,494.40
L306919	Civic Award	(235.90)
164444	24 - GF Civic Pinette & 24 Boxes	569.30
165800	5 - 10K Civic Rings - School Pins/Rings	2,497.50
	Total Actual Expended to Date	5,785.81
	ADD: Commitments	
	2 - 5pt Ruby and 9 - 5pt C Diamonds	867.00
	Total Actual Expended and Committed to date	6,652.81
	Less: Appropriation	15,000.00
	SURPLUS (DEFICIT)	8,347.19

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended April 30, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
162713	92/01/24	Heaven Piano Co. - Tuning & Lubricate Pedal	278.61
161873	92/02/06	Heaven Piano Co. - Tuning & Adjusting Piano	310.80
JV01055	92/01/25	Ukranian Function	489.84
JV01080	92/01/19	Associazione Musicale	92.90
JV02040	92/02/14	Mundialization Interfaith	167.21
JV02041	92/02/14	Ukranian Independence Day	69.67
JV02041	92/02/14	Associazione Musicale Rehearsals	202.38
JV02043	92/02/14	Interfaith Meeting	160.70
JV03079	92/03/07	Congress of Black Women	209.01
JV04129	91/04/16	Aids Network	609.60
Total Actual Expended to Date			2,590.72
LESS: Appropriation			3,910.00
SURPLUS (DEFICIT)			1,319.28

E (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 7

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. D. Thompson
Acting City Clerk

SUBJECT: Extension of a Liquor Licence -
Hamilton Beach Rescue Unit Association

RECOMMENDATION:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the two fund-raising events being held by the Hamilton Beach Rescue Unit Association at their Club at 316 Beach Boulevard on 1992 June 13 and 19, and has no objection to the issuance of a Temporary Extension of their Liquor Licence to allow alcohol to be served and consumed on the outdoor premises.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Liquor Licence Board of Ontario requires a letter from the Municipal Clerk with a resolution from Council stating that the municipality is aware of the event and does not object to its taking place in order that a permit may be obtained from the Liquor Licence Board of Ontario for the sale of liquor during the event.

HAMILTON BEACH RESCUE UNIT ASSOCIATION

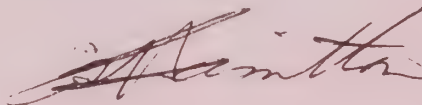
May 6, 1992

To Whom it May Concern

Dear Sir/Madam

This letter is to confirm that the Hamilton Beach Rescue Unit Association is agreeable to the function of a Beef & Reef Party on June 13/92 being run as a fundraiser for our organization, and also a Rock & Roll Dance being run on June 19, 1992 as a fundraiser to raise money for our building fund so we can raise money to repair our hall.

Yours truly,

A handwritten signature in dark ink, appearing to read "Ken Hamilton", with a stylized flourish at the end.

Ken Hamilton,

Hamilton Beach Rescue Unit Association

CITY OF HAMILTON
- RECOMMENDATION -

E(ii)

DATE: 1992 May 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

MAY 11 1992

FROM: J.J. Schatz
City Clerk

SUBJECT: Ride for Sight Pennant Run

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in authorizing the Ride for Sight Committee to use the City Hall forecourt and related equipment for their Tenth Annual National Fundraising Ride for Sight on Tuesday, 1992 May 12 from 1:15 - 1:45 p.m.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Ride for Sight is an Annual motorcycle rally organized and operated by volunteer motorcyclists to raise funds for eye research in Canada. Since its conception in 1979 the Ride has grown to become one of the world's largest events to raise funds for a single charity. 1992 marks the 10th Annual National Ride for Sight and it is expected that over 8,000 motorcyclists will participate and raise an estimated \$1 million dollars.

There will be five Pennant Runs throughout the province to promote the Annual fundraising run. The Pennant Run for this area will start and end in Toronto and will include a relay whereby the Mayor of Oakville will take a vest by motorcycle to the Mayor of Burlington who will ride to Hamilton and pass the vest to Mayor Morrow.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

F.

DATE: 1992 May 13

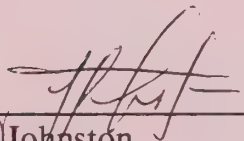
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-031-092)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to May 13, 1992 be approved.



J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached

THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Bruce Hope	Street Sweeper/ Flusher Operator	Public Works	Retired	9 years	30/04/92
Mr. Andy Sloggett	Gardener II	Public Works	Terminated	14 years, 3 months	16/04/92

THE CORPORATION OF THE CITY OF HAMILTON
APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Betty Carter	Administrative Assistant II (0)	Clerk's	Replacing Ms. R. Morrison - retired	\$34,001.76 to \$39,962.52	20/04/92
Mr. David Costantino	Maintenance Assistant (8)	H.E.C.F.I.	Replacing Mr. F. Lucci - terminated	\$25,061.40 to \$29,260.92	21/04/92
Mr. Joseph Iannuzzi	Lieutenant (C-7)	Fire	Replacing Mr. G. Beasley - promoted	\$53,105.63	19/04/92
Mr. William Pasel	Captain (C-8)	Fire	Replacing Mr. G. Almas - promoted	\$57,553.17	19/04/92
Mr. Vittorio Settini	Rink Attendant I (D-16B)	Culture & Recreation	Replacing Mr. J. Allen - promoted	\$34,326.24	30/03/92

4.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 12

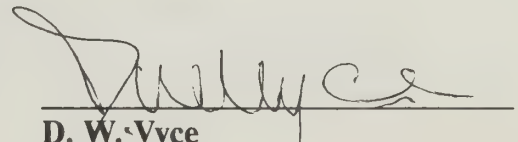
REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Extension of Closing Date - Sale of
Property 1100 Limeridge Road East
to Municipal Non-Profit (Hamilton)
Housing Corporation

RECOMMENDATION:

- i) That the closing date for the purchase from the City of 1100 Limeridge Road East by the Municipal Non-Profit (Hamilton) Housing Corporation be extended from the scheduled date of May 14, 1992 to September 29, 1992.
- ii) That interest be charged on the purchase price of \$570,000.00 from May 14, 1992 to the actual closing date, based on an average of the prime rate for the period of the extension.
- iii) That the accrued interest be credited to Account Number CH 4X501 00102 (Reserve for Property Purchases).


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

On January 14, 1992, City Council approved Item 36 of the 2nd Report of the Finance and Administration Committee authorizing the sale of 1100 Limeridge Road East to the Municipal Non-Profit (Hamilton) Housing Corporation for the sum of \$570,000.00 with a scheduled closing date of May 14, 1992. As their funding is not in place as yet, they are requesting an extension of the closing date to September 29, 1992.

c.c. P. Noé Johnson, City Solicitor

I. R. Hammel, Acting Treasurer

L. MacNeil, Property Clerk, Surveys

M. Mascarenhas, General Manager, Municipal Non-Profit (Hamilton) Housing

CITY OF HAMILTON
- RECOMMENDATION -

5(a)

DATE: 1992 May 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Selection Committee

SUBJECT: Appointments - Keep Hamilton Clean Committee
(3 vacancies)

RECOMMENDATION:

That the following 3 persons be appointed to fill the current vacancies on the Keep Hamilton Clean Committee:

- (a) Jack R. Brown (term to expire 1992 December 31)
- (b) Bob Jaggard (term to expire 1992 December 31)
- (c) James Monahan (term to expire 1993 December 31)

Susan K. Reeder.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Selection Committee met on 1992 May 12th to review the applications for the Keep Hamilton Clean Committee which had been submitted for consideration when the newly appointed Council made appointments to its citizen groups.

Each of the above noted persons have attended an Orientation Session and each has been recently contacted to confirm that they are still interested in serving on the Keep Hamilton Clean Committee and will accept the appointment.

c.c. - Charlene C. Coutts, Secretary
Keep Hamilton Clean Committee

CITY OF HAMILTON
- RECOMMENDATION -

5 (b.)

DATE: 1992 May 15

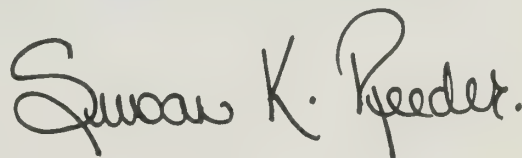
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Selection Committee

SUBJECT: Appointment - Hamilton Civic Hospitals Board of Directors

RECOMMENDATION:

That Ramanath (Ram) Mulki Kamath be appointed to fill the current vacancy on the Hamilton Civic Hospitals Board of Directors for a term to expire 1994 December 31.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Selection Committee met on 1992 May 12th to review the application for the Hamilton Civic Hospitals Board of Directors which had been submitted for consideration when the newly appointed Council made appointments to its citizen groups.

The above noted person has attended an Orientation Session and has been recently contacted to confirm that he is still interested in serving on the Hamilton Civic Hospitals Board of Directors and will accept the appointment.

c.c. - Charlene C. Coutts, Legislative Assistant
City Clerk's Department

CITY OF HAMILTON
- RECOMMENDATION -

5(c)

DATE: 1992 May 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Selection Committee

SUBJECT: Appointment - English Language Sub-Committee
(one vacancy)

RECOMMENDATION:

That Milena Balta be appointed to serve on the English Language Sub-Committee for a term to expire 1994 November 30th.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Selection Committee met on 1992 May 12th to review the application for the English Language Sub-Committee which had been submitted for consideration when the newly appointed Council made appointments to its citizen groups.

The above noted person has attended an Orientation Session and has been recently contacted to confirm that she is still interested in serving on the English Language Sub-Committee and will accept the appointment.

c.c. - Charlene C. Coutts, Legislative Assistant
City Clerks Department

CITY OF HAMILTON
- RECOMMENDATION -

6(a.)

DATE: 1992 May 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

MAY 12 1992

FROM: Stella Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Partnership Agreement - Coffee Shop - Stand No. 176

RECOMMENDATION:

1. That the City Solicitor be directed to amend the current lease agreement between Burton Hubbard, Marguerite Hubbard and the City of Hamilton respecting the Farmers' Market Coffee Shop to include Corrado Belacca as an added licensee.
2. That the agreement be conditional upon all three licensees remaining active operators of the coffee shop.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The existing lease agreement was approved by Council December 13, 1989 for five (5) years with a five (5) year option. This agreement will not expire until 1995.

The Farmers' Market Sub-Committee considered this proposed lease amendment at its meeting of 1992 May 04 and made the foregoing recommendation.

cc: Alderman D. Agostino, Chairperson, Hamilton Farmers' Market Sub-Committee
S. Miller, Market Manager
P. Noé Johnson, City Solicitor
File

CITY OF HAMILTON
- RECOMMENDATION -

6(b.)

DATE: 1992 May 8

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

MAY 11 1992

FROM: Stella Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Market Hours - Open to Public
Market Hours - For Unloading Purposes Only

RECOMMENDATION:

That the City Solicitor be authorized and directed to amend Market By-law 81-180 to provide for the following hours of operation for the Hamilton Farmers' Market, to become effective 1992 June 01.

- | | | |
|-----|--------------------------------|-----------------------|
| (a) | Tuesday and Thursday | 7:00 a.m. - 6:00 p.m. |
| | Friday | 9:00 a.m. - 6:00 p.m. |
| | Saturday | 6:00 a.m. - 6:00 p.m. |
| (b) | Saturday stallholder unloading | 3:00 a.m. |

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

These revised operating hours will result in approximate savings of \$3,000.00 which can be better utilized in other areas of Market Operations.

BACKGROUND:

At its meeting of 1992 May 04 the Hamilton Farmers' Market Sub-Committee, upon the recommendation of the Market Manager, considered changing the Market Hours in order

to improve efficiency of the Market Operations and better utilize manpower, and made the foregoing recommendation.

The current operating hours of the Farmers' Market are as follows:

Tuesday, Thursday, Saturday	7:00 a.m. - 6:00 p.m.
Friday	9:00 a.m. - 6:00 p.m.
Saturday stallholder unloading	12:00 midnight

cc: Alderman D. Agostino, Chairperson
Hamilton Farmers' Market Sub-Committee

S. Miller, Market Manager

P. Noé Johnson, City Solicitor

File

6(c)

CITY OF HAMILTON
- RECOMMENDATION -

MAY 11 1992

DATE: 1992 May 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Unauthorized Encroachment -
Hamilton Farmers' Market

RECOMMENDATION:

That the Finance and Administration Committee recommend to City Council that the following resolution previously adopted by City Council at its meeting of 1991 March 12 be **rescinded**, as it is felt violations regarding unauthorized encroachment are adequately addressed in current Market By-law 81-180:

- "1. That all stallholders be forwarded a copy of the letter attached as Appendix "A" to this report reminding them of the contractual terms of the licence to occupy stalls in the Hamilton Farmers' Market and that inspections will be made to ensure compliance.
2. That inspection reports will be submitted to the Hamilton Farmers' Market Sub-Committee for review and recommended action where appropriate.
3. That unauthorized use of space by stallholders, beyond their assigned spaces, be reviewed by the Manager of the Hamilton Farmers' Market in consultation with the Law Department for report with recommendations to the Hamilton Farmers' Market Sub-Committee."

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

Stella Glover

BACKGROUND:

To date, the problems have been confined to a few stallholders which can be adequately addressed without a formal process.

The Market By-law 81-180 currently provides for encroachment of displays extending beyond assigned stand areas, as per section 14.(13):

"Not permit the stand, produce or other material to extend outside of the perimeter of the assigned area."

At its meeting of 1992 May 04 the Hamilton Farmers' Market Sub-Committee considered unauthorized encroachments at the Hamilton Farmers' Market and, in order to provide a more simplified approach in dealing with this problem, made the foregoing recommendation.

cc: Alderman D. Agostino, Chairperson
Hamilton Farmers' Market

S. Miller, Market Manager

D. Powers, Law Department

File

Appendix to Report on Unauthorized Encroachments.
Hamilton Farmers' Market

to stallholders, hamilton farmers' market

Name and address of stallholder

DATE :

HAND DELIVERED

dear sir/madam,

RE : Unauthorised Use of Space Outside the Limits of Stands

After a safety inspection of the Hamilton Farmers' Market, performed by the Fire Department, and in consultation with our Law Department, the Hamilton Farmers' Market Sub-Committee has been advised that some stallholders have been encroaching on space outside their assigned stands. The use of space for display or storage purposes outside your stand is contrary to your contract with the Corporation of the City of Hamilton, and the City's By-laws. In addition the use of this space is a safety hazard to the public, and is not fair to those who are complying with the promise made by all stallholders to use only the assigned space.

In the interest of all users of the Market, immediate action will be taken to ensure that safety and fire standards are maintained. It is in the interest of all to address these concerns as it will allow better access to the customers, and will prevent misuse by neighbouring stallholders of your stand. The Market Manager encourages everyone to respect the rights of the public and neighbouring stallholders when storing or displaying your wares.

The Sub-Committee and the Market Manager HEREBY REQUEST THAT ALL STALLHOLDERS TAKE NOTICE that your contract with the Corporation of the City of Hamilton gives you the privilege of occupying and using only the stand. All displays, supplies and materials must be kept within the stand during all market hours. The exception provided for in the by-law is the reasonable time necessary for loading and unloading, which should be kept to the minimum necessary during customer hours.

FAILURE TO COMPLY with this request WITHIN SEVEN (7) DAYS from the date of this letter may result in the stallholders being requested to attend before the Sub-Committee, who will recommend action to the Finance and Administration Committee. In this regard please note that City By-law 81-180, as amended, provides as follows;

"

Cancellation of Contract

18. (1) Where a stallholder fails to comply with any provision of this by-law, the committee may suspend the contract for a specified period of time or may terminate the contract.

(2) Where the contract is suspended, the stallholder is prohibited from occupying the stand during the period of suspension.

Penalties

19. Every person who contravenes a provision of this by-law is guilty of an offence and on summary conviction is liable to a fine of not more than \$2,000.00, exclusive of costs. "

The Sub-Committee and Market Manager expect full cooperation of all concerned, and assure those who have complied with their agreements that prompt action will be taken to protect their rights.

Yours Very Truly,

Alderman Fred Lombardo
CHAIRMAN
Hamilton Farmers' Market
Sub-Committee

cc. Frank Biancucci
Fire Safety Officer

cc. Patrice Noe Johnson
City Solicitor

cc. Stephanie Miller,
Market Manager

cc. Stella Glover,
Secretary, Hamilton Farmers' Market Sub-Committee



TOWN OF NEWMARKET

Office of the Town Clerk

7(b)

April 28, 1992

Mr. J. Schatz, Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

Re: Province of Ontario Proposal to Use
OMERS Funds to Invest in Long Term
Growth Industries through a Crown Corporation

I am enclosing Resolution R12-92 of the Council of the Corporation of the Town of Newmarket passed on the 21st day of April, 1992. Newmarket Council is advising the Provincial Government that it strongly opposes any proposal to invest funds from the Ontario Municipal Employee Retirement System with any purpose, priority or goal other than to fund the pensions of the contributors.

Would you please place this resolution before your Council for endorsement and advise me of any decision. Could you also advise your local M.P.P., The Premier of Ontario, The Minister of Municipal Affairs and The Association of Municipalities of Ontario.

Yours very truly,

Robert M. Prentice,
Town Clerk.

RMP:ph
(File: 4.3.3)

OFFICE OF THE CITY CLERK	
MAY 0 4 1992	
REC. BY <i>J.F.</i>	DATE <i>05/04</i>
REF'D. TO <i>B. Kuder</i>	DATE <i>05/04</i>
REF'D. TO	DATE
REF'D. TO	DATE
ACTION: <i>Mr. F. & H. C. 712</i>	



HEART OF THE REGION OF YORK

Town of Newmarket

OFFICE OF THE CLERK

THE OLD DAVIS TANNERY CENTRE
465 DAVIS DRIVE
P.O. BOX 328
NEWMARKET, ONTARIO
L3Y 4X7
Tel. 416-895-5193
Fax. 416-895-6004

April 21, 1992

Moved by:

Seconded by:

RESOLUTION R-12-92

BE IT RESOLVED by the Municipal Council of the Corporation of the Town of Newmarket as follows:

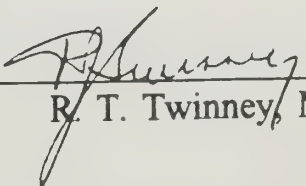
THAT the Council of the Town of Newmarket advise the Province of Ontario that it strongly opposes any proposal to invest funds from the Ontario Municipal Employees Retirement System with any purpose, priority or goal other than to fund the pensions of the contributors;

AND THAT the Province of Ontario be advised that the Town of Newmarket specifically opposes the proposal to use OMERS funds to invest in any long term growth industries through a crown corporation as a part of an economic renewal strategy;

AND THAT the Town of Newmarket endorse the efforts of the OMERS Board to resist the proposal of the Provincial Government to use the OMERS pension fund to invest in growth industries in Ontario through a crown corporation and that the OMERS board be so advised.

AND THAT this resolution be circulated to all Ontario Municipalities with a population over 20,000;

AND THAT the Premier of Ontario, the Minister of Municipal Affairs, Mr. Charles Beer, M.P.P. and The Association of Municipalities of Ontario be so advised.



R. T. Twinney, Mayor



City of Etobicoke

OFFICE OF THE CLERK

394-8075

May 6th, 1992

TO ALL MUNICIPALITIES IN ONTARIO
WITH A POPULATION OF 100,000 AND OVER

Subject: Use of Public Sector Pension Fund to Finance Provincial
Industrial Strategy

The City of Etobicoke Council, at its meeting held on April 13th, 1992, expressed concern with respect to the Provincial Government's proposal to establish an Ontario Investment Fund. Council is requesting the government to refrain from taking monies from the public sector pension funds, and in particular, OMERS (The Ontario Municipal Employees' Retirement System) to finance industrial strategy.

Etobicoke Council is requesting your support to this Municipality's position on the matter, all as outlined in the enclosed Resolution Number 146.

Yours truly,

R. S. Gillespie

Ronald S. Gillespie,
City Clerk.
/pt
encl.

MAY 10 1992

REG. BY *SK* DATE *05/08*
REF'D. TO *SK* DATE *05/08*
REF'D. TO DATE
REF'D. TO DATE

ACTION: *E. Y. A.*
Act. Treasurer
or M. Key for
Comments.



City of Etobicoke

Moved by Councillor John Hastings

Session NO 9

Seconded by Councillor Gloria Lindsay Luby

Resolution NO 146

Date April 13th, 1992

WHEREAS the Ontario Government will probably announce in its upcoming budget the formation of an Ontario Investment Fund (O.I.F.) derived from monies from a wide variety of public sector pension funds; and

WHEREAS many of these public sector employees pension funds (such as OMERS - The Ontario Municipal Employees' Retirement System) already heavily invests in Ontario real estate, equities, bonds and other assets; and

WHEREAS any governmental funding for selecting industrial/commercial winners such as the Bricklin Project in New Brunswick or dozens of different projects funded by the Alberta Heritage Fund have usually failed; and

WHEREAS the Ontario Government has not made a solid business case for this proposal in terms of evaluating risk/return ratios, the absence of a long term investment management team in place, contributors bear the risk and the current absence of specific financial controls; and

WHEREAS the Ontario Government has a moral obligation to protect all these pension funds in its fiduciary role;

THEREFORE BE IT RESOLVED that Etobicoke City Council go on record in requesting that the Ontario Government refrain from taking monies from the public sector pension funds to finance its industrial strategy in the light of employees who feel extremely threatened about the financial survival of their retirement years and undertake to finance its industrial strategy from general revenues - if it must do so!

Carried

G. B. Sinclair

Mayor

8.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 14


REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. A. Ross
Treasurer

SUBJECT: 1991 FINANCIAL REPORT

RECOMMENDATION:

- (a) That the Finance and Administration Committee accept the 1991 Financial Report and forward it to City Council for information purposes.
- (b) That the City Treasurer arrange to publish on one occasion the required 1991 financial statements, based on the audited report, in The Hamilton Spectator as soon as possible, but in any event, within sixty days of receiving the audited statements and in accordance with regulations of the Ministry of Municipal Affairs.
- (c) That selected statements of the 1991 audited Financial Report be printed in brochure type report form for distribution to banks, other financial institutions and other interested parties.


A. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Mr. M.B. Chandrashekar, Supervisor of Accounting and his staff have prepared the 1991 Financial Report, attached, in accordance with regulations of the Ministry of Municipal Affairs, The Municipal Act, C.I.C.A. and relevant Federal Acts. Similarly, the 1991 Financial Report of H.E.C.F.I. and Hamilton Public Library were prepared by Mr. J. Leuser, C.A., Director of Finance and Administration, and Mr. B. Guise, C.A., Administrator of Finance and Property respectively. The City Treasurer expresses his appreciation for this fine demonstration of co-operation and effort. These statements have been forwarded to the Ministry of Municipal Affairs in Toronto.

BACKGROUND: - continued

You will notice that the certificate of our Auditor, MacGillivray Partners, Chartered Accountants, contains a clear opinion, free of any qualifications. This report also indicates that the City of Hamilton is in very sound financial condition.

The 1991 Financial Report for the Parking Authority of the City of Hamilton (Pages 45 to 69), the Hamilton and Scourge Foundation Inc. (Pages 102 to 105), Hamilton Housing Company Limited (Pages 106 to 110), The Hamilton Municipal Retirement Fund (Pages 111 to 117) and the Municipal Non-Profit (Hamilton) Housing Corporation (Pages 126 to 137), have also been prepared by the Treasury Department in accordance with the respective statutes and regulations of the Ministry of Municipal Affairs, Ministry of Housing and The Municipal Act.

Other Financial Reports, such as the Business Improvement Areas (Pages 70 to 101), and the Hamilton Hydro Electric System (Pages 118 to 125) are also included in this report. The certificates for all these financial reports are included from our Auditors, MacGillivray Partners, Chartered Accountants.

The Municipal Act, R.S.O. 1990, Chapter M.45, Section 83 (1), provides that the City Treasurer must either publish, mail or deliver, a copy of the required financial statement to the ratepayers, and also provides that the statements may be published in such a form as the Ministry may prescribe. As outlined in the regulations of the Ministry of Municipal Affairs under "Financial Disclosure to the Public", these statements may be published in The Hamilton Spectator on one occasion within the time requirement specified by regulation which states that publication must take place within sixty days of receiving the audited Financial Statements and Auditors' Report.

In addition, it has been the practice of the City of Hamilton for many years to produce the Financial Report in brochure form for distribution to various financial institutions and other interested parties. I am also recommending that this be continued again for the 1991 Financial Report.

Att'd

c.c. MacGillivray Partners
Attention: Mr. M. G. Collyer, F.C.A.

Mr. J. A. Leuser, Director of Finance
& Administration - H.E.C.F.I.

Mr. B. Guise, Administrator of Finance
and Property - Library

9.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992, May 15

REPORT TO: Susan Reeder
Secretary, Finance and Administration

FROM: Mr. J. Pavelka, Interim C.A.O. and
Mr. J. J. Schatz, City Clerk

SUBJECT: Proposed By-law to License and Regulate the Sale of
Tobacco to Minors and Proposed Transfer of Smoking
Programs to Public Health Services Department

RECOMMENDATION:

- (1) That the attached Draft By-law Respecting the Licensing and Regulation of Tobacco Shops be enacted to take effect January 1, 1993;
- (2) That the Regional Municipality of Hamilton-Wentworth be requested to assume responsibility for the City of Hamilton's Smoking Control Programs, including Smoking in Public Places By-law 80-258 and Smoking in the Workplace By-law 89-370, to the Public Health Services Department, effective January 1, 1993;
- (3) That any costs to the Region, for administering the program be paid for by the City in an amount not to exceed the amount of the licence fees derived from Tobacco Shops.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The estimated Annual Licence Fee Revenue is \$100,000.00. This is based on licence fees generated from 1000 Tobacco Shops (The estimated number of Tobacco Shops is based on 75% of 1,031 licensed restaurants and food shops, plus an unknown number of automobile service station, drug stores and other retail locations).

With the transfer of the Smoking Control Programs to the Region, By-laws 80-258 and 89-370 will require amendment to provide for enforcement by the Public Health Services Department.

Licence Division inspections in other areas will be reduced or delayed for at least one year.

The By-law respecting the licensing of Tobacco Shops will require reference to both the City for the licensing responsibilities and the Region for enforcement of the other regulations contained in the By-law. Federal and Provincial laws prohibit and control the sale of tobacco to minors. Complaints of sales to minors will be referred to police, but licensing will allow the City to review the retailers compliance with these laws.

BACKGROUND:

The Finance and Administration Committee, at its meeting held on February 20, 1992, referred back the Draft By-law to Regulate the Sale of Tobacco To Minors to staff with instructions to meet with Dr. M. Goodyear and a representative of local store owners to redraft the By-law to include licensing requirements and report back with a revised By-law.

The Committee also directed that the implementation, administration and enforcement of the proposed By-law be on a cost recovery basis. They also requested that a meeting be arranged with the Regional Health Department to discuss the enforcement of the By-law through the existing Health Inspectors within the Health Department.

Staff met with Dr. M. Goodyear, Dr. B. Gowitzke and two local store owners (an invitation was extended to the three store owners who attended the Public Meeting held last fall on this issue) on March 12, 1992. Representatives from the Public Health Services Department also attended. For the information of the members of the Committee, the two store owners were unaware that it was illegal to sell cigarettes or tobacco products to anyone under the age of 16 regardless of a note from a parent or guardian. It may well be that other store owners are also unaware of the law.

It was explained in detail that there were two options available. The first option and the one being recommended was for a transfer of the responsibility for the City's Smoking Control By-laws to the Public Health Services Department, at a cost of \$100.00 per establishment (\$32.00 Licence Administration and \$68.00 Public Health).

Under a Regional option the Health Department would be requested to adjust their program to fit the revenues derived from Tobacco Shop licence fees.

The alternative option to transferring the responsibility would be for the City to maintain its current program which is responding to complaints and inquiries only. For at least one year, however, until the majority of facilities are licensed, this new licensing by-law will cause delays or reduce inspections in other areas. A licence fee of \$45.00 per establishment would be required to maintain the City's Smoking Program.

The Store Owners that attended felt that a licence fee of \$40.00 to \$50.00 was appropriate, but also stated that, if the licence fees were at the \$100.00 level for the Public Health Services program, they would obtain a licence, but objected to the higher fee.

At this meeting, a revised Draft Licensing By-law was agreed to by all present.

It should be pointed out that the Comprehensive Audit of the Licence Division conducted last year and which was approved by City Council on June 25, 1991, recommended that as a part of the recasting of the Licence Division, the smoking control responsibilities be transferred to the Health Department, as this function did not involve enforcement of a licensing by-law. This would partially address the problems of the multi-focused structure of the Licence Division in trying to accommodate all expectations.

It is the view of staff that the most effective option is the transferring of the no smoking by-law responsibilities to the Public Health Services Department to best achieve an overall reduction in tobacco use, especially by minors.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Amend By-law 79-323 Respecting the Licensing of:

RETAIL STORES SELLING TOBACCO, CIGARS OR CIGARETTES

WHEREAS Paragraph 2 of Section 235 of the Municipal Act, R.S.O. 1990, c. M.45, provides that by-laws may be passed to licence and regulate keepers of stores and shops where tobacco, cigars or cigarettes are sold by retail, and for revoking such licenses;

AND WHEREAS Schedule 20 of The City of Hamilton Licensing Code, providing for the licensing of tobacconists, was inadvertently carried forward in the 1979 By-law consolidation, which schedule had been approved for repeal at the end of 1979;

AND WHEREAS it is considered desirable and expedient to replace the said Schedule 20 and to create regulations governing the keepers of stores and shops where tobacco, cigars or cigarettes are sold by retail and at which minors may seek to purchase those products;

AND WHEREAS the Minors' Protection Act of Ontario, The Tobacco Products Control Act, and The Tobacco Restraint Act of Canada prohibit and regulate the sale to and use of tobacco products by minors, and information on these controls at the point of sale would be helpful to retailers and beneficial to the health of minors who might otherwise seek to purchase tobacco;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Schedule 20, respecting tobacconists, of City of Hamilton By-law No. 79-323, is repealed and the following substituted therefor:

SCHEDULE 20

RETAIL STORES SELLING TOBACCO, CIGARS OR CIGARETTES

1.(1) Subject to subsection (3), the keeper of any store where tobacco, cigars or cigarettes are offered for sale by retail shall obtain and maintain in good standing a licence from the City under this schedule, authorizing the sale from the store of tobacco, cigars or cigarettes by retail.

(2) No person shall sell tobacco, cigars or cigarettes by retail from any store, unless a license has first been obtained for that store under subsection (1).

(3) Pursuant to the Municipal Act, R.S.O. 1990, c. M.45, section 216, the keeper of a hotel, within the meaning of that section, is exempt from this schedule.

(4) Where a person being the owner and operator of a store, is the holder of a licence under this schedule as the keeper of such store, no employee of the store need obtain a separate licence.

2. For the purposes of this schedule, the following definitions apply:

(a) "keeper" shall mean a person responsible for the care and management of a store selling tobacco, cigars or cigarettes, and shall include the owner and operator of the store;

(b) "licence holder" shall mean the keeper of a store who holds a current and valid licence under this schedule; and

(c) "store" shall include any building, booth, or stall, or a portion thereof where goods are exposed for sale, and shall include a shop.

Regulations

3.(1) A licence holder under this schedule shall:

(a) display in the store at all times a sign, as shown in Form 1 set out in Appendix "A" hereto annexed which appendix is included in and forms a part of this schedule, on or immediately next to each till or cash register where customers may purchase or pay for any tobacco, cigars or cigarettes;

(b) display the sign required in paragraph (a), so that the contents are in plain view to customers approaching the till or cash register, and containing only the prescribed message, in English, and written in black characters on a white background;

(c) require employees of the store to read the sign required in paragraph (a), prior to commencing work involving the sale of tobacco, cigars or cigarettes, and instruct employees to bring any removal or defacement of the required signs to the immediate attention of the licence holder;

(d) replace with a new sign as required in paragraph (a), any sign which has been removed or destroyed, or where the prescribed message or part thereof has been defaced; and

(e) use for the required signs the sign available from the City, or substitute a sign of equal or greater overall size and letter size and complying with the in all other respects with requirements of this schedule.

(2) Where any tobacco, cigars or cigarettes are dispensed from a vending machine in the store, the licence holder shall:

(a) display a sign, in the form and content required in paragraphs (1)(a) and (1)(b), on top of or on the front of each machine so that the content is in plain view to customers operating the machine, and the licence holder shall otherwise comply with the requirements of subsection (1); and

(b) locate each machine within the view of the licence holder or employee thereof, while at a till or cash register in the store, so that persons using the vending machine are in plain view and so the licence holder or employee of the store can verify the placement and existence of the signs required in paragraph (a).

(3) Nothing in this schedule shall prevent a licence holder or an employee of the store from refusing service to anyone seeking to purchase tobacco, cigars or cigarettes, or from posting a sign to that effect, in addition to the signs required by subsections (1) and (2).

(4) In addition to the signs required by subsections (1) and (2), the licence holder may display like signs in any language suitable for customers.

4.(1) A licence holder under this schedule shall provide in the store for the use of customers;

(a) at least one container for the disposal of refuse, and,

(b) where smoking is not prohibited in the store, at least one ashtray.

(2) The licence holder shall empty the containers required in subsection (1), and any other garbage or ash containers provided for customers, to eliminate overflow of the contents, and shall remove any spillage from the containers.

5. Nothing in this schedule shall operate to prevent a licence holder or an employee of the store, from complying with applicable laws or a court order respecting the removal or control of vending machines made under the Tobacco Restraint Act, R.S.C. 1985, Chapter T-12, as amended, and to the extent of any conflict with the applicable law or such court order the provisions of this schedule are deemed not to apply.

Fees and Enforcement

6. The fee for a licence for a store where tobacco, cigars or cigarettes are sold by retail, shall be \$100.00.

7. Inspectors appointed by the Department of Public Health Services of the Regional Municipality of Hamilton-Wentworth, shall be authorized to inspect under, and enforce the requirements of this schedule.

2. Appendix "A" hereto annexed is included in, and forms a part of Schedule 20 as enacted by this by-law.

3. This by-law comes into force and effect on January 1, 1993.

PASSED this day of A.D. 1992.

City Clerk

Mayor

(1992)

APPENDIX "A"

FORM 1 TO SCHEDULE 20

Sale of Tobacco to Minors

The sale of tobacco to persons under 18 years of age is limited by Federal and Provincial laws, which provide:

Persons under 16 years of age may not purchase or be sold cigarettes or cigarette papers.

Any person or their agent, being the owner of property on which a vending machine is located, may take from any person under 16 years of age, cigarettes, cigars or tobacco which are being purchased from the machine, or which are about to be used by the person under 16.

No one may sell or give tobacco, cigars or cigarettes to a someone under 18 years of age for their own use.

Persons being 16 or 17 years of age must supply the written permission of a parent or guardian to purchase cigarettes, cigars or tobacco.

PROOF OF AGE MAY BE REQUIRED



THE REGIONAL MUNICIPALITY
OF HAMILTON - WENTWORTH

APR 30 1992

10.

NOTE: Pkg. of Letters of endorsement
available from the Secretary
upon request.

April 24, 1992

Mayor Robert Morrow
City of Hamilton
71 Main St. W.,
Hamilton, Ontario
L8P 1H4

Your Worship:

DISTRIBUTED FOR INFORMATION
TO MEMBERS OF CITY COUNCIL

May 5/92 *[Signature]*
DATE SIGNATURE
cc *[Signature]*
[Signature]

We have been contacted by the Executive Producer of the television series "Sketches of Our Town" who would like to produce a program featuring "The Regional Municipality of Hamilton-Wentworth", as part of their eighth season of production. The nature and style of the series gives it a broadcast shelf life of five to eight years.

"Sketches" will highlight the Region from a human interest, historical and cultural perspective. It will be broadcast nationally twice in a ten month period. After that it will be available through a number of classrooms and libraries.

We feel that the footage would be useful in producing any new tourism/visitors video in the future.

The total cost of production is twenty thousand dollars (\$20,000).

In order to take advantage of this production and exposure, and due to constraints in this years budget, consideration in having each of the six municipalities cost share this project for a total contribution of approximately \$3,300.00 each is being proposed.

This is a worthwhile project benefitting all of us.

Would you please consider this idea and let me know if you could assist in the funding of the project. Thanks!

Yours sincerely,

[Signature]
R.J. (Reg) Whynott
Regional Chairman

Enclosures

*To close
for C.C.
+ R. + A.
comm.*



March 25, 1992

Ms Anne Bradford
Regional Municipality of Hamilton-Wentworth
Economic Development Department
P.O. Box 910
Hamilton, Ontario
L8P 4R5

Dear Ms Bradford:

As per our recent telephone conversation, please find enclosed information pertaining to the television series "Sketches of Our Town", with host Harvey Kirck.

We would like to produce a program featuring "The Regional Municipality of Hamilton-Wentworth", as part of the eighth season of production. Research would begin in May, filming in June/July and broadcast is scheduled for October, 1992. The nature and style of the series gives it a broadcast shelf life of five to seven years.

"Sketches" presents, in weekly episodes, the highlights of a neighbourhood, town, city or region from a human interest, historical and cultural perspective. Each half-hour informs and entertains audiences of all ages across Canada, seeking out the underlying stories which built our nation.

As Canadians examine their role in the development of Canada as a country, "Sketches" focuses on the past in a way that makes us proud of our history. It merges the past with modern day, providing an important sense of the growth of Canada.

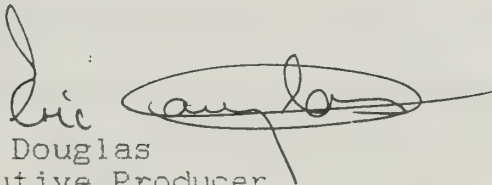
Broadcasters air the series twice in a ten month period, covering 80% of the English speaking market in Canada. In addition to repeat airings on television across the country, "Sketches" is available in classrooms and libraries.

81 Main Street
Unionville, Ontario L3R 2E6
(416)477-3821 Fax (416)470-0410

The series is produced through private initiative with financing underwritten by the participation of broadcasters, producers investment, communities/regions, corporate sponsors and government agencies. We are seeking your assistance in finding sponsorship in the amount of twenty thousand dollars. as a contribution towards the cost of production. Fifteen thousand from the communities and five thousand to be accessed through the Ministry of Culture and Communications. We will acknowledge participating organizations and individuals in the closing credits of the program.

This is a worthwhile project benefiting many. We look forward to seeing a program produced focusing on "The Regional Municipality of Hamilton-Wentworth". I anticipate hearing from you. Thank you.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Eric Douglas", with a large, sweeping flourish extending to the right.

Eric Douglas
Executive Producer
encl.



MEDIA-RELEASE

FOR FURTHER INFORMATION:
Jane Beaubien/Eric Douglas
(416)477-3821

BIOGRAPHY

HARVEY KIRCK - HOST/SKETCHES OF OUR TOWN

Harvey Kirck is a pioneer.. He is one of an elite team who shaped Canadian television news from its beginnings in the early sixties. With 24 years at CTV, Kirck holds the distinction of being the longest running network anchorman in Canada - a broadcast batting average that beats even Walter Cronkite's record.

As host of the weekly half-hour documentary series, SKETCHES OF OUR TOWN, Harvey returns to his Canadian roots. A farm boy from New Liskeard, Ontario, his broadcast career began in 1948 when he landed a \$27.50 per week announcer's position with CJIC Radio in Sault Ste. Marie. After a year he moved to a bigger audience at CKBB in Barrie and then to CKXL in Calgary.

- more -

By the end of 1950 the big break came and Kirck returned to Toronto to take up a staff position at CKEY, the most important radio station at that time in Canada. From there it was on to CHUM Radio where Kirck was the first DJ in Canada to play an Elvis Presley record.

He made the switch to television in 1960 joining CHCH TV in Hamilton as the sole anchor on its nightly newscast. A year later, he moved to the Toronto studios of CFTO TV where he served as both Anchorman and News Director. In 1963, Kirck went over to CJOH TV, the CTV affiliate station in Ottawa, as a Parliament Hill reporter; there he anchored his first of many national elections.

Over the next 24 years Harvey Kirck covered every national and international story of importance, from the first Apollo space mission to the American hostage taking in Iran. After "retiring" in 1984, Kirck hosted "Harvey's People" segments CTV's Canada A.M., wrote an autobiography, and currently does a radio commentary for McLean Hunter in addition to his "labour of love" - discovering people and places on "SKETCHES OF OUR TOWN".

A4 ON HBL AOS
C51F31
1992



Urban/Municipal Librarian
Public Library
2nd Floor

J.J. SCHATZ
CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

TEL: 546-2700
FAX: 546-2095

URBAN MUNICIPAL

JUN 24 1992

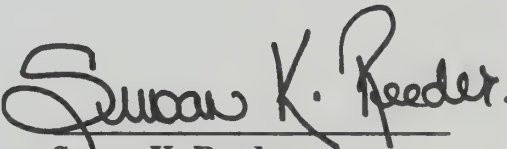
GOVERNMENT DOCUMENTS

1992 June 22nd

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1992 June 25th
8:45 o'clock a.m.
Room 233, City Hall


Susan K. Reeder
Secretary

NOTE: Please note earlier starting time in order to hold
the Public Meeting on the proposed amendments
to the Development Charges By-Law.

AGENDA

1. PUBLIC MEETING

Draft Bill - Proposed amendments to the City of Hamilton Development Charges By-Law No. 90-074.

2. MANAGEMENT TEAM

Presentation on the Budget Process. (no copy)

3. CONSENT AGENDA

4. **DIRECTOR OF PROPERTY**

- (a) Lease - Former West Avenue School.
- (b) Commonwealth Plaza Lighting.
- (c) Co-generation - Feasibility Study.

5. **DIRECTOR OF PROPERTY, DIRECTOR OF INFORMATION SYSTEMS AND
MANAGER OF PURCHASING**

City of Hamilton Data Centre Renovations Construction Contract.

6. **MANAGER OF LICENSING**

Information Report - Street Vendors/Transient Traders.

7. **CITY SOLICITOR**

Information Report - Lax Expropriation Costs.

8. **MAYOR ROBERT M. MORROW**

- (a) 1992 Canada Cup of Wrestling and Civic Banquet.
- (b) Great Lake Mayor's Conference & Fukuyama. (no copy)
- (c) Federal Government location of a Medium Security facility.

9. **ALDERMAN D. AGOSTINO**

City of Hamilton Budget Process.

10. **ALDERMAN V. AGRO**

240 Quigley Road. (no copy)

11. **COMMISSIONER OF HUMAN RESOURCES**

Information Report - Jobs Ontario Youth.

12. **CHIEF ADMINISTRATIVE OFFICER**

Janitorial Services at various Recreation Centres during 1992, 1993, 1994.

13. **RESOLUTIONS**

(a) Town of Ancaster - Proposed New Provincial Labour Law.

(b) City of Brampton - Refugee Claimants.

14. **DIRECTOR OF PUBLIC WORKS AND TREASURER**

Equipment Depreciation Codes.

15. **TREASURER**

(a) Request for proposal - Insurance Consultant.

(b) Information Report - Update on Vehicle Fleet Leasing Proposals.

(c) Write-off of Outstanding Business Taxes.

(d) Collection of Accounts from Tenants of Major Park Facilities and Concession Areas.

(e) Information Report - Status of Hosting, Receptions and Related Accounts.

(f) Information Report - Status of Unclassified Revenue and Expenditures as at 1992 May 31.

(g) Information Report - Debenture Issue 1992.

(h) Financing - Mountain Skating Centre.

(i) Financing - Sackville Hill Senior's Recreation Centre - increased cost.

(j) Financing - 1992 Servicing Expenditures related to subdivisions.

(k) Financing - Proposed construction of concrete sidewalks on both sides of Scenic Drive between Denlow Avenue and Upper Paradise Road.

16. CIVIC AWARDS

- (a) Report of the City Clerk - Policies and procedures of other municipalities related to Civic Awards.
- (b) Report of the Director of Culture and Recreation - expansion of awards Programme to include cultural award winners.

Requests for Civic Awards

- (i) Steel City Riders Motorcycle Club.
- (ii) Hamilton Aquatic Senior Men's Water Polo Team.
- (iii) Hamilton Aquatic Juvenile Men's Water Polo Team.
- (iv) Hamilton District Ten Pin Bowling Association.
- (v) Hamilton Transway Girls Basketball Teams.
- (vi) Hamilton Synchronized Swim Team.

17. CITY CLERK

- (a) AMO Conference - 1992 August 23-25, Toronto, Ontario.
- (b) Request for endorsement for the permanent opening of Lakeport Brewing Corporation's retail Cold Beer Store on Sundays.
- (c) Flea Market By-law 89-56.
- (d) Ontario Hydro's Appointment to the Hamilton Hydro Electric Commission.

18. REFERRALS BY CITY COUNCIL

Chairman of City Council Committee of the Whole.

19. ENGLISH LANGUAGE SUB-COMMITTEE

- (a) Resignation - Tommy Tarpos.
- (b) Resignation - Rita Bosas.

20. TAXI ADVISORY COMMITTEE

Class "C" Livery Vehicles.

21. **H.E.C.F.I. BOARD OF DIRECTORS**

Hamilton Arena/Trade Centre Foundation Inc.

22. **HAMILTON PUBLIC LIBRARY BOARD**

Picton Library Lease.

23. **PRIVATE AND CONFIDENTIAL AGENDA**

24. **OTHER BUSINESS**

25. **ADJOURNMENT**

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
- (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 March 22 (presently under review by Treasurer).
2. Street Vendors Program - Examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending from Manager, Licensing Division - requested 1990 June.
3. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
4. H.S.P.C.A. to report back on possible amendments to existing legislation to improve power to confiscate vicious animals - 1992 January 23.
5. Windermere Basin 1992 February 06 - Status report pending from City's Appointee to Hamilton Harbour Commissioners.
6. Review process for repossessing properties for outstanding taxes - Requested by Alderman Copps in letter dated 1992 February 28 to Acting Treasurer.
7. Information Report - Manager of Purchasing - City's Energy Lightbulb Programme - requested 1992 March 26.
8. Report - Building Commissioner - Rationale of Development Charges on 84 Birmingham Street - 1992 April 9 meeting.
9. Report - Director of Property - proposed policy on display of plaques, posters, memorabilia, etc. - 1992 April 23 meeting.

Note: The requests from the following are on hold pending Committee deliberation of the Director's report:

- (a) Status of Women
- (b) Ridge Raiders Drum & Bugle Corp.
- (c) Ad & Sales Club
- (d) Hamilton Mundialization Committee
- (e) Polish Singers Alliance of America.

10. Report - Chief Administrative Officer - Hamilton Steelers rental arrears - 1992 April 23 meeting.
11. Report - City Clerk - costs incurred as a result of the use of City Hall facilities by outside groups.
12. Draft resolution - City Solicitor - Open Local Government proposals - 1992 April 28 Council.
13. Report - City Treasurer - Inclusion of Commercial and Industrial assessed properties on the Optional Pre-authorized Residential Property Tax Payments Programme.
14. Draft Bill - to ban Street Vendors - requested 1992 May 21 for 1992 June meeting - Public meeting on Draft Bill to be held 1992 July.
15. Review of dual purpose licence and sign respecting the By-law to license and regulate the sale of tobacco to minors to be purchased and posted by retailers selling tobacco - requested at 1992 May 21 meeting.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Amend:

By-law No. 90-074

Respecting

DEVELOPMENT CHARGES

WHEREAS By-law 90-074 was passed on March 27, 1990;

AND WHEREAS City Council, on April 28, 1992, in adopting Item 14 of the 11th Report of the Finance and Administration Committee, authorized the holding of a public meeting as required by Section 4 of the Development Charges Act, R.S.O. 1990, Chapter D.9.;

AND WHEREAS a Notice of the public meeting was given by advertisement in The Hamilton Spectator on June 4, 1992 and June 5, 1992;

AND WHEREAS the public meeting was held on June 25, 1992, which is at least twenty days after the first publication;

AND WHEREAS the Council of The Corporation of the City of Hamilton, through its Finance and Administration Committee, has heard all persons who applied to be heard no matter whether in objection to or in support of the by-law;

AND WHEREAS the Council of The Corporation of the City of Hamilton at its meeting on _____, 1992 in adopting Item _____ of the _____ Report of the Finance and Administration Committee authorized this by-law to be enacted.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Subsection (1) of Section 8 of By-law 90-074 is repealed and the following is substituted in lieu:

8. (1) Subject to the provisions of this part and this by-law, development charges against land to be developed for residential use shall be calculated and collected at the following base rates:

<u>Type of Residential Unit</u>	<u>Per Unit</u>
- Single detached dwelling, semi-detached dwelling, row dwellings	\$1,723.20
- two or more bedroom apartment	\$1,216.38
- bachelor and one-bedroom apartment	\$ 658.87

2. Subsections (1) and (2) of Section 13 are repealed and the following are substituted in lieu:

13 (1) Subject to the provisions of this part and this by-law, development charges against land to be developed for non-residential use shall be calculated and collected at the base rate of \$6,927.60 per hectare.

(2) Where the gross floor area of a building is greater than 50% of the gross area of the lot on which the building is or is to be located, a surcharge shall be applied at the rate of \$1.4208 per square metre to that portion of the building that is greater than 50% of the gross area of the lot.

3. (1) The changes in the development charges rates described in Sections 1 and 2 of this by-law are effective as of January 1, 1992.

(2) The Treasurer is authorized to refund any overpayment of the development charge which results from this by-law in the manner and to the persons specified in Section 18 of By-law 90-074.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

(1992) ^C R.F.A.C. ^C, ^C

\\BYLAW\\DEVCHARG(5)

**NOTICE OF PUBLIC MEETING
INTENTION TO PASS AMENDMENTS TO THE
CITY OF HAMILTON DEVELOPMENT CHARGES
BY-LAW NO. 90-074**

Pursuant to the requirements of Section 7 of the Development Charges Act, R.S.O. 1990, Chapter D.9, Hamilton City Council, through its Finance and Administration Committee, will hold a Public Meeting in Room 233, Hamilton City Hall, 71 Main Street West, Hamilton on Thursday, 1992 June 25th at 8:45 o'clock a.m. local time to consider amendments to the City of Hamilton Development Charges By-law No. 90-074.

The proposed amending By-law is intended to reduce development charges by 40% in light of the present economic difficulties and the downturn in construction activity. The proposed amendments to the City of Hamilton Development Charges By-law No. 90-074, are as follows:

- (i) That Section 8(1) of By-law 90-74 be amended to read:

<u>Type of Residential Unit</u>	<u>Per Unit</u>
- single detached dwelling, semi-detached dwelling, row dwellings	\$1,723.20
- two or more bedroom apartment	\$1,216.38
- bachelor and one bedroom apartment	\$ 658.87

- (ii) That Section 13(1) be amended to read:

Subject to the provisions of this part and this by-law, development charges against land to be developed for non-residential use shall be calculated and collected at the base rate of \$6,927.60 per hectare.

- (iii) That Section 13(2) be amended to read:

Where the gross floor area of a building is greater than 50% of the gross area of the lot on which the building is or is to be located, a surcharge shall be applied at the rate of \$1.4208 per square metre to that portion of the building that is greater than 50% of the gross area of the lot.

- (iv) That the reduced rates be retroactive to 1992 January 1.

The purpose of the Public Meeting is to give interested persons and organizations an opportunity to attend and/or make written or oral representations either in support of or in opposition to the proposed amendments.

Copies of the proposed amending By-law, in draft form, may be obtained from the Secretary of the Finance and Administration Committee in the City Clerk's Office.

Groups and individuals wishing to make presentations, in respect of the proposed amendments to the City of Hamilton Development Charges By-law No. 90-074 are encouraged to notify Susan K. Reeder, Secretary of the Finance and Administration Committee at 546-2753 in order to be placed on the Agenda. Groups and individuals that do not provide advance notification will nevertheless be given an opportunity to make representations at this meeting.

Dated at the City of Hamilton this 4th day of June, 1992.

J. J. Schatz
City Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario

D. CITY CLERK

- (i) Philippine Independence Proclamation Ceremony.
- (ii) McMaster Summer Drama Festival.
- (iii) United Way Barbecue.
- (iv) Victorian Order of Nurses - 'Homecoming' Reception.
- (v) Women's Inter-Church Council World Day of Prayer.
- (vi) Canadian Occupational Health & Safety Week.
- (vii) Boris Brott Summer Music Festival.
- (viii) DAD's Day Proclamation.
- (ix) Project Ploughshares.
- (x) Use of City Hall - Ministry of Health.
- (xi) Use of City Hall - Social Planning & Research Council - Settlement and Integration Services Advisory Committee.

E. COMMISSIONER OF HUMAN RESOURCES

Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton.

F. HAMILTON FARMERS' MARKET SUB-COMMITTEE

Hamilton Farmers' Market Sub-Committee Terms of Reference.

G. DIRECTOR OF PROPERTY

Sale of Lands - rear of 159 East 34th Street (743 Brucedale Avenue East) - Thomas and Joan Russell.

Monday, 1992 May 4
2:30 o'clock p.m.
Room 233, City Hall

A joint meeting of the City's Finance and Administration Committee and the Region's Administrative Services Committee was held.

Finance and Administration Committee members:

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman D. Drury
Alderman D. Agostino
Alderman G. Copps
Alderman T. Cooke
Alderman T. Anderson

A (i)

Regrets: Alderman V. Agro - City Business

Administrative Services Committee members:

There were present: Councillor G. Etherington, Vice-Chairman
Councillor F. D'Amico
Councillor F. MacIntyre
Councillor R. Morrow
Councillor G. Shaw
Regional Chairman R. J. Whynott

Also present: Alderman T. Jackson
Alderman M. Kiss
Alderman H. Merling
Alderman D. Wilson
Councillor J. Prentice
M. Carson, Regional Chief Administrative Officer
J. Johnston, Commissioner of Human Resources
R. Cowell, Manager, PEP Programme
R. Menagh, Human Resources
D. Jones, Human Resources
D. Beck, Regional Legal Services Department
K. Pensadny, Secretary, Administrative Services Committee
Susan K. Reeder, Secretary, Finance and Administration Committee

Introduction

Alderman Ross assumed the role of Committee Chairperson for the joint City and Regional meeting.

Those in attendance agreed to a format that Union Representatives would express their concerns first, followed by a verbal presentation by the Commissioner of Human Resources. A question and answer period would follow these delegations and presentations.

The following made presentations to the Committee in objection to the Attendance Management System of the Performance Excellence Programme:

Ron Bowman of the Hamilton Professional Firefighters Association expressed concern at a process where the Councils would discuss possible recommendations to their respective Councils at an In-Camera format.

Jim Keenan, President, Local 5

Mr. Keenan read from a submission which was distributed to all members of the meeting and is attached hereto to the minutes as Appendix "A". Some of the key points to Local 5's presentation were the following:

- statistics on absenteeism grouped and thus don't present a fair view and has reflected badly on staff.
- stats have affected future negotiations.
- LTD covered by an Insurance Co. (Note: The Commissioner of Human Resources later pointed out that the City is its own insurer).
- sick leave is an employee right which was negotiated for in good faith.
- AMS Policy unrealistic.
- Policy will pressure ill employees to come to work and thus affect others.
- Policy will produce increased conflict in the workplace.
- academics condemn absenteeism control policies as only producing short-term benefits.
- The existing Absence Control Policy should be implemented properly.
- want AMS and PEP tabled indefinitely.

A question and answer period then ensued on Local's 5 presentation. It was indicated that the City and Region have a 12 million dollar problem as a result of absenteeism and questioned how the Unions perceive this problem can be solved.

Mr. Keenan responded that the present Attendance Management Policy if administered properly could substantially reduce the attendance numbers.

Mr. Keenan also expressed concerns that the Steering Committee for PEP would make recommendations which were later changed when they reached the Management Committee stage. He indicated that as a result many Steering Committee Union members resigned from the Committee. When questioned Mr. Keenan confirmed that in his 10 years with the Union that PEP has been the most controversial issue.

Ron Bowman, Firefighters Association

Mr. Bowman thanked Mr. Keenan for his excellent presentation and the statistics included in that document. He indicated that the Firefighters position has not changed from the very beginning and that they are opposed to PEP and particularly with the AMS Programme. They feel that it is over-kill and that the abusers should be dealt with individually rather than have everyone affected.

Mr. Bowman indicated that the Fire Department is the only Department left which still operates with an accumulated sick day system for their workers. He added that they have the best statistics of the employees. He further added that the Firefighters utilize the Workers Compensation Board benefits more frequently because of the nature of the job. He also added that the Firefighters have their own self-administered W.C.B. plan which is not part of their Collective Agreement.

Mr. Bowman also indicated that there will always be an absenteeism problem and that Management has to determine what is acceptable. He added that it will not go away and that zero time off is ridiculous. He feels that employers/employees relations are developing into an era where every case will be challenged and that lawyers will get rich and taxpayers will pay.

Mr. Bowman stated that they feel that the Firefighters should have been exempted from the PEP process much like the Police force since they are also an essential service.

Bill Hickey - Local 167

Mr. Hickey advised that he is not an Officer since their Union is in the process of elections but that he has been appointed to speak on the Local's behalf. Mr. Hickey indicated that attendance benefits have been obtained through negotiations at past cost and that they feel these benefits are now being attacked. He indicated that in the past two occasions were given up during the negotiation process. He made reference to a document which was handed out, as attached herewith to the minutes as Appendix "B". Mr. Hickey then spoke about his own personal health problem situation and his views on sick leaves. He added that the AMS system is proving stressful to employees and that they are good employees. He also indicated that many of the employees are working with sick clients in their work place and that this policy will affect the level of service and health care because workers will not want to come in contact with sick clients and thus affect their own employee status if they become sick.

Peter Yeomen, Newly Elected Business Agent - Local 772

Mr. Yeomen indicated that he has been newly appointed to the Local and as a result could look at the Programme objectively. He complimented Mr. Keenan for the work in analyzing the statistical information by Department. Mr. Yeomen stated that the percentages should be analyzed based on the effects of the job in the work place and that the problem stems from the base which should be addressed first in order to determine the cause of the problem before a solution can be reached.

Marny Munn, Regional Nurses (Lodges)

Ms. Munn indicated that a 3 day Doctor's note requirement has unnecessary financial impact on the Health Care System. She also added that 3 days off is not enough in many instances and will force workers to the work force before they are ready to resume work. She also added that her members work with virus cases and that they are constantly exposed to sickness. She cited 2 instances where Wentworth Lodge was closed because of communicable diseases and added that workers get sick too in these situations. She further stated that Doctor's notes are an abuse of the Health Care System and concluded by indicated that promotion should be on Health as the emphasis.

Linda Currey, Public Health, Local 50

Ms. Currey indicated that she feels that their workers do not have a problem and that they are good employees. She emphasised that the Public Health Nurses work in the School Health Care Programmes and as a result are constantly exposed to children's viruses and thus at risk of sickness. She also added that the system does not address the situation of domestically abused workers and the impact that has on their employee status.

Management Response

The Commissioner of Human Resources and the Regional Chief Administrative Officer spoke to the Committees with respect to the AMS portion of the PEP Programme.

Mr. Johnston, Commissioner of Human Resources spoke to the Committees and indicated that the PEP Programme is seen differently by different groups. Mr. Johnston then provided a history of the issue and indicated that statistics were received a few years ago which resulted in including a "letter of understanding" on Union Agreements to address absenteeism. He further added that out of that Letter the PEP concept originated in order to standardize management's handling of absenteeism. Mr. Johnston outlined the mandate for PEP which is to develop a set of rules to manage Performance, Health and Safety. Mr. Johnston further added that at the same time that this policy was being originated, that new legislation was also being implemented by the Province, i.e. Ontario Worker's Act, Ontario Human Rights and Changes to the Worker's Compensation Board legislation.

Mr. Johnston stressed that a disciplined based policy will not stand up to this new legislation but rather a procedure of assistance is more advantageous.

Mr. Johnston outlined the 5 step process to termination which is a long standing labour and management procedure. He further added that the fundamental principle of Employer/Employee relations is that an Employee must report to work, but that philosophy is not really that simple. He further added that there are 2 income protection plans in place for Employees, i.e. short term disability and long term disability. Mr. Johnston further added that there is a long legislative history to innocent absenteeism and that arbitration decisions for the Post Office as indicated in Mr. Keenan's report are not surprising. He added that the arbitrator would look to a prognosis in permanent inability to work and if the Employee can work the Employee cannot be terminated. Other considerations by the Arbitrator are that the Employer puts safe work elements in place and that there is consistent application of Employee rules, whether it be a C.A.O. or a Junior staff person.

Mr. Johnston gave reference to the statistics and indicated that they reflect an overall performance of the work force. He agreed that the recent letter to the Editor cast Employers/Employees in a bad light and created an artificial norm. He added that a great number of Employees are good workers and the stats are relying on averages. With respect to statistics, Mr. Johnston indicated that the average time off for Canadian workers is 7.3 days.

Mr. Johnston clarified that the Employee Assistance Programme benefits are not being altered by PEP, which has been alluded to.

Mr. Johnston then spoke of the consultation process with the Unions and agreed that the process has been difficult. He questions whether the Unions have voided their rights in the long run by not participating in the process. He added that some agreements have been made and that certainly the rights of the Unions to grieve aspects of PEP have not been removed.

Question Period

Following Management's Response, a question period ensued and one of the Councillor questioned how the PEP Programme would handle long term disability and short term disability. Management responded by advising that if possible work place accommodation would be implemented and following that the Workers Compensation Board process would fall into place. It was added that oftentimes outside medical assistance is faster than working through the W.C.B.'s facilities as the W.C.B. process is highly bureaucratic and overloaded.

It was stressed by Management that the City and Region are self-insured for long term disability and short term disability, i.e. the Taxpayer pays.

Regional Chairman Whynott responded to the Firefighters presentation where they indicated that the Firefighters should be exempt from the PEP Programme, the same as the Police are. Chairman Whynott advised that the Police Services Board is independent from the City and Region and therefore that is the reason that the PEP Programme does not affect them.

Ron Bowman questioned that that being the case, why does the Regional Human Resources do the negotiating with the Police and it was indicated that the Police choose the Regional staff to assist them in their negotiations but that it could in fact be any one.

Some discussion then ensued on the 3 day rule of absence and some discussion ensued on the process of long term disability. It was indicated that after 30 months on L.T.D., that the position is no longer open but that benefits continue. It was also added that the Employer's policy in this regard is always open to grievance.

Some discussion then ensued on the consistency of policy procedures and it was confirmed that the City and Region are inconsistent in their application of the procedures, and added that this is a goal of the PEP Programme, i.e. that rules must be uniformly known and adhered to by all. It was further added that there needs to be a shift of the Human Resources Department from a policing role to one of accommodating the work force and that the role of Managers is to manage.

It was also stressed that the issue of PEP is not on the quality of the work force but on innocent absenteeism, and how it can be improved.

Raffaella Cowell, the Manager of the PEP Programme, spoke on the procedures in PEP and stressed the need for early intervention in absenteeism.

Mr. Keenan expressed concern that under the present attendance policy, that workers under this system who abuse it have not been reprimanded.

The Regional Chief Administrative Officer spoke on the history to the Attendance Management Policy and indicated that grievances are beneficial in the Employer/Employee relationship to assist in improving the system.

Management's view is that consistency of the policy rules is obtainable and Union indicates that every case is different and thus consistency can not be accomplished.

Some question was made to the Unions on why an official grievance has not been lodged by the Unions about the PEP Programme, and it was stressed that an arbitrator is not the route to go for everyone's benefit.

It was also stressed that 2 areas that need to be addressed for Employees is domestic abuse and resulting absences, and children's sicknesses and its effect on parent Employees.

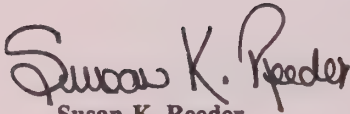
Alderman Ross, Chairperson of the Joint Meeting re-confirmed that no decision will be made at the meeting but that the discussion will be taken into consideration by the 5 member Sub-Committee which will be meeting again with Unions to ultimately make a recommendation on the PEP Programme.

The Chairperson invited all those in attendance to pick up a copy of correspondence from the Unions respecting their concerns as well as correspondence from the Management on the Performance Excellence Programme.

The Chairperson then thanked all members of the Committees, Councils and Union Representatives for attending and participating in the meeting and the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
JOINT MEETING
FINANCE AND ADMINISTRATION COMMITTEE
AND
ADMINISTRATIVE SERVICES COMMITTEE



Susan K. Reeder
Secretary
City's Finance and Administration Committee
1992 May 4

Proposed Attendance Management System

Appendix "A"

INTRODUCTION

- We would like to thank Aldermen Ross, Copps, Wilson, Drury and Shaw and their staff for the opportunity to meet and discuss the proposed Attendance Management System on April 15 and 22.
- We would also like to thank you for your invitation to appear before this special combined meeting of the Union's Finance and Personnel Committee and the City's Finance and Administration Committee to present our views on AMS.
- For the benefit of all committee members, we would like to summarize the concerns brought up by all the unions during our meetings about the Attendance Management System.
- You may have received a copy of Ms. Raffaella Cowell's response of May 1 to Local 5 outlining management's position on many of the major union concerns. As you will hear during our presentation, many of our points still remain unanswered to our satisfaction.

STATISTICS SELECTED, LIMITED AND DISTORTING

- At our April 15 and 22 meetings, we noted that the Commissioner of Human Resources' grouping of short-term disability absences, long-term disability absences and workers' compensation absences under one category of "sick leave" presented a misleading and inflated figure of our members' sick leave usage.
- If one examines the short-term disability plan alone (which is what is generally associated with casual or incidental short-term illnesses such as colds, flu and the like) and sets aside the long-term illnesses and workplace injuries covered by LTD and WCB, one can see that City of Hamilton employees were only away 11.8 days on average in 1991 (down from the 1990 level) and that Regional employees were away, on average, 11.6 days in 1991, about the same level as in 1990.
- This 11 to 12 day figure is a more accurate picture of our short-term sick leave use.
- This rate of sick leave use is in line with short-term sick leave usage at other municipalities or nationally, given the information provided by staff at our April 15 and 22 meetings.
- The development and dissemination of the 21 day figure by the Commissioner of Human Resources has brought the public image of civic employees into disrepute, as reflected in the various media articles and letters to the editor about his distorted statistics.
- While a good public relations tactic for bargaining purposes, this is not a useful approach when it comes to addressing our workplace problems of sickness, disease and injury. We should refrain from such inflammatory tactics in the future.
- There are a number of other limitations concerning the figures.
- Our understanding is that the Long-Term Disability Plan is underwritten by an insurance company. As a result, the cost of the LTD for the City and Region is the premium (which we do not know), not the staff's estimated figure of \$1.1 million. This may explain why the LTD figures were only presented for 1991 and not for previous years like STD and WCB. (It is our understanding that the STD and WCB are 100 per cent employer funded on a pay-as-you-go basis.)
- The regional and city data are selected, including certain areas, boards and agencies while excluding others on an inconsistent basis.

IMPROPER DISTINCTIONS AS BASIS OF AMS POLICY

- The Attendance Management System Procedures document attempts to draw a distinction between attendance issues which are generally defined as "non-blameworthy and innocent" and "to some extent controllable" (see page 1) and "approved absences" which an employee is "entitled to by law and under the terms of the collective agreement and can be regarded as non-preventable" (page 1).
- Under this distinction, manageable absences are seen to include workers' compensation, short-term disability and long-term disability, while approved absences include vacations, statutory holidays, doctor's appointments, witness/jury duty, maternity and paternity leaves, etc.
- This is an artificial and false distinction between manageable and mandated (or approved) absences.
- We respectfully remind you that the STD and LTD plans have been negotiated with the City and Region over the years and both can be found in our collective agreements.
- Coverage under workers' compensation is a provincial law.
- On the basis of the AMS policy, STD, LTD and WCB should fall under the category of "approved" leaves. For some reason, they do not.
- We used to have a sick leave plan based on a sick day accumulation system but, as a result of negotiations in 1982, many of the unions representing civic employees (with the exception of the firefighters) moved over to the current STD/LTD approach. It is our understanding that the employees' UIC rebate is used to fund part of our total benefit package.
- There is also a negotiated and mutually agreed Absence Control Policy in our current collective agreements.
- This point needs special emphasis. Workers are entitled to sick leave under our collective agreements. We have traded possibly higher wages (as compared to the private sector) over the years in return for better benefits, including sick leave.
- Now, the Commissioner of Human Resources is trying to alter these mutually agreed plans, which were negotiated and agreed to in good faith, without any negotiations.

UNREALISTIC AND DISCRIMINATORY STANDARDS

- The AMS policy is designed to give the employer a mechanism for pursuing innocent absenteeism as a reason for firing workers. According to the policy, such termination would constitute non-discriminatory action and, in this way, the loss of one's job would not be grievable.
- In our view, this policy is contradictory, full of loopholes and contrary to our collective agreement.
- The first major loophole involves the definition of an "acceptable level of attendance" (page 5 of the policy document) or appropriate "attendance expectations" (page 6).
- On page 7 of the policy document, we find the following AMS standard:

"The Corporation's need and desire for every employee to be at work on each working day." (emphasis added)
- In other words, the ultimate goal is no sick leave use.
- This is an unrealistic and un-human standard. Even the dedicated staff responsible for PEP cannot meet this standard. According to the Commissioner's own figures, PEP staff had \$3,974.72 in STD claims in 1991. The reality is that we are all human and no one can never be sick.
- While AMS sees no illness as the goal for everyone, the proposed Attendance Excellence Recognition Procedure defines "excellent attendance" as no absences because of illness, among other factors. The AMS policy is unrealistic.
- Given this unrealistic standard, the AMS policy will pressure people who are genuinely sick to come to work sick. What is all too often forgotten is that sick leave is also designed to protect well employees from their sick co-workers' diseases. If sick employees are coming to work, and others become sick as a result and must take their own sick leave, the city and region will spend more (not less) on STD.
- Another major loophole concerns two mutually contradictory standards:
 - (1) Interviewing the top 20 per cent of all employees in a department with illnesses in any 12 month period; and

(2) The policy of interviewing people with 4 sick incidents or 7 sick days at any time within a 12 month period following an initial interview (best known as the 4 or 7 rule).

- The contradiction is that anyone in the top 20 per cent category could be under the 4 or 7 rule.
- These two policies, when taken together, then become a perpetual witch-hunt, treating any and all employees as if they had an attendance problem. People with only one sick day could be called in to justify their use. This will have a clearly negative effect on employee morale.
- The AMS policy is also retroactive to January 1, 1992. So, even though Council has put PEP on hold until May 2, the AMS policy will be applied to workers even though they were not aware of the new rules of the game.
- We also believe that the AMS policy is contrary to our collective agreements and will not stand up to arbitral review and jurisprudence.
- We also believe that the AMS policy is discriminatory. The 4 or 7 rule as a blanket policy cannot be fairly applied to the whole workforce given the wide diversity of working conditions that we are exposed to, a point which we will return to in greater detail later.
- Our diverse working conditions include high risk areas such as working in water and waste water treatment, etc.; high degrees of physical exertion; extreme heat and cold; dealing with irate citizens and clients in trying circumstances; exposure to a variety of workplace pollutants; "sick" buildings; etc.
- We believe the policy to be discriminatory on the basis of age, gender and type of occupation.
- We have already had a number of negative cases appearing in Locals 5 and 167.
- We do not know where the 4 or 7 rule came from. (It is well below what we have been told is the national average.) But we do know that we cannot accept that workers will lose their jobs just because they have become sick or injured in the course of their duties.

FAILURE TO ADDRESS GENUINE HEALTH PROBLEMS IN THE WORKPLACE

- The overall tenor of the AMS policy is a "blame the victim" approach to workplace sickness, injury and absenteeism.
- A fairer and more effective approach which will lead to genuine solutions is to look at the actual causes of absences.
- Injuries and illnesses in the workplace are indeed controllable, but only by looking at their causes, and not after the fact as the AMS policy proposes to do.
- There are a variety of causes of injuries and illness in our workplaces:
 - a) Nature of the work
 - physical work (as we will see later, outside workers and firefighters have some of the highest rates of sick leave, LTD and WCB use)
 - lifting people and heavy objects
 - violence in the workplace
 - "sick" buildings, VDTs, etc.
 - b) Inadequate levels of staffing that may be causing tensions and stresses on those workers who are left.
 - c) Inadequate equipment and other employer regulated working conditions which may have caused the need for higher levels of sick time.
- Under these conditions, workers should not be penalized for deficiencies in their workplace.
- If one were genuinely interested in examining the causes of workplace absenteeism in the City and Region, one would see some very disturbing trends, as compiled in the attached table.

-
- In 1991, two of the 15 City of Hamilton departments (Public Works and Firefighters) accounted for:
 - 64 per cent of STD
 - 87 per cent of LTD
 - 75 per cent of WCB
 - This is not surprising. Both departments have the largest component of physically demanding jobs of all city departments and this invariably means more time lost for injuries. This is the pattern in other municipalities as well, as confirmed by a recent confidential Public Works report prepared for the City of Toronto.
 - At the regional level, two departments (Engineering Court House Labs and Social Services) accounted for 77 per cent of STD claims and, more alarmingly, 95 per cent of WCB. In fact, at the regional level, WCB claims more than doubled between 1987 and 1991. In the Social Services department alone, approved WCB claims increased by a factor of four over the same period.
 - These are serious problems that cannot begin to be addressed by AMS.

Examination of City and Region Absences by Department
(All figures rounded)

<u>City (1991)</u>	<u>STD</u>		<u>LTD</u>	
	<u>Cost</u>	<u>Percentage of total</u>	<u>Cost*</u>	<u>Percentage of total</u>
Building	\$ 215,455	5.7	0	0
Culture and Recreation: Historic Sites	252,766	6.7	60,545	4.1
Firefighters	1,064,948	28.0	510,979	34.2
Library	312,740	8.2	46,443	3.1
Public Works	1,366,438	36.0	789,294	52.9
Other 10 departments	<u>584,424</u>	<u>15.4</u>	<u>84,758</u>	<u>5.7</u>
TOTAL:	\$3,796,771	100.0	1,492,019	100.0

<u>Region (1991)</u>	<u>STD</u>		<u>WCB</u>	
	<u>Cost</u>	<u>Percentage of total</u>	<u>Cost*</u>	<u>Percentage of total</u>
Engineering-Court House Labs	990,345	38.7	159,980	33.9
Health	285,266	11.1	0	0
Social Services	967,347	37.8	291,264	61.6
Other 12 departments	<u>317,275</u>	<u>12.4</u>	<u>21,208</u>	<u>4.4</u>
TOTAL:	2,560,233	100.0	472,452	100.0

* As estimated by Human Resources Centre

Source: Letter from Commissioner of Human Resources, April 7, 1992.

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- As we told management staff last September and October, we were concerned that PEP and its various policies would not be devoting sufficient resources to address the real problems in our workplaces. With the AMS policy, this indeed appears to be the case.
 - Based on an analysis of the staff time devoted to PEP's priorities, we found that nearly 62 per cent of PEP's staff resources will be devoted to increased monitoring and discipline of the workforce, including a crackdown on absenteeism and limitations on sick leave. On the other hand, few resources would be devoted to resolving the conditions that actually produce absenteeism and sickness in the workplace.
 - For example, while 16 per cent of PEP is designed to implement worker recognition and incentive schemes, only 3.9 per cent of PEP's resources would be devoted to a review of current policies dealing with the maintenance of a safe and healthy working environment.
 - When one examines the "Corporate Health" policy adopted by the City and the Region, this point becomes clear. The five stated objectives fall well short of the legal requirements to maintain a safe workplace.

ABUSE OF MEDICAL AND HEALTH CARE SYSTEMS

- According to the medical profession, requiring employees to provide medical certificates for short-term illnesses is time-wasting since the employee generally does not need medical attention.
- Visiting a doctor's office solely for the purpose of getting such a form filled out not only prevents the physician from seeing other patients, it adds millions of dollars to the costs of health care.
- It may also compromise the relationship between doctor and patient.
- As early as 1979, the Canadian and Ontario Medical Associations tried to set voluntary curbs on the practices of medical certificates. Our employer now proposes to take the practice of doctor's notes one step further to the use of forms paid by the employee.
- Under the Health Assessment/Review procedure, the process lacks fairness as the final decision is left to the corporate doctor. In many other workplaces, the final decision is usually left to a third, mutually agreeable practitioner.

NO COSTING OF AMS POLICY

- The AMS program will be expensive to administer. Costs will include the additional time of supervisors, compilation and tracing of the new forms, additional overhead, etc.
- There will also be hidden costs for workers who will have to pay for physician-completed medical forms, rather than the usual practice of notes.
- Not surprisingly, there does not appear to be a full costing of the AMS initiative.
- Nor does there appear to be any cost-benefit analysis of AMS. For example, as this program is not acceptable to the unions, AMS will be challenged through the grievance/arbitration procedure. The costs of this litigation do not appear to have been considered.
- The high costs of PEP was another issue discussed with staff last fall. We estimate that the costs associated with PEP will amount to at least \$1.63 million over the 1989-91 period. (No cost estimates for PEP beyond 1991 are available to us.) These costs are summarized in the attached table.
- Taken together, is PEP and AMS something the taxpayers can really afford in the City and Region?

UNION ESTIMATE OF COST OF PEP			
	1989 (Estimate)	1990 (Budget)	1991 (Budget)
Senior staff costs for the development and monitoring of PEP (e.g. Regional and City management teams, PEP Steering Committee, etc.)	\$200,000 minimum	\$100,000 minimum	\$100,000 minimum
Salaries, wages, benefits and expenses of staff dedicated to PEP Project Team	50,000	251,600	268,800
Contractual services (CGAF & Associates and others)	200,000	70,000	30,000
Computer services	Unknown	40,000	45,000
Other direct PEP costs	0	81,300	43,000
Other indirect administrative costs (estimate)	50,000	50,000	50,000
TOTAL	500,000	592,900	536,800

Source: PEP Study Design Report, November 1989, p. 50.

NOTE: The cost of "contractual services" for 1989 is an estimate only. Given the usual practice of front-loading consultant costs in the design phase of such programmes, we believe the \$200,000 estimate for CGAF & Associates (and others) in 1989 is a reasonable one in the absence of an examination of the actual contracts engaging these services.

CONCLUDING REMARKS

- The proposed AMS policy will harass an entire workforce to catch what some management staff believe are workers fraudulently using the sick leave plan.
- This is a style of management that will harass everybody when really there may only be a handful, at most, who are abusing the sick scheme.
- We must remember that this is an imported strategy, much like the Performance Excellence Program as a whole, that has little to do with the reality of our workplaces.
- Whether such strategies are brought in from Ontario Hydro or Canada Post, heavy-handed efforts to control perceived abuses of sick leave can produce increased conflict in the workplace.
- For example, Canada Post's use of such crackdowns has had tragic results in 1989. According to the Ottawa Citizen, there were three post office suicides in 1989, including the highly-publicized case of a London, Ontario letter carrier who killed himself after being denied the right to return to work after sick leave. The number of grievances tripled. In 1985, 15 employee dismissals went to arbitration; by 1988, that number was 47. Interestingly, while there were only 10 dismissed employees who were reinstated by arbitration order in 1985, that number rose to 31 in 1988.
- Academics also question the value of such programs. Professor John Chadwick-Jones who teaches psychology in Halifax and has written extensively on the issue, said that most absenteeism control programs produce only short-term benefits:

"Malingering is frequently seen as the problem, but I don't think it is a significant issue in all the evidence I've gathered."
- We must not neglect local home-grown schemes that are just now beginning to produce results. City of Hamilton STD lost days declined by 3,694 between 1991 and 1990.
- Something good is happening and this must not be lost.
- If we are assumed to be part of the problem, we should be allowed the opportunity to come up with solutions. And we have.

- The unions have been cooperative in seeking solutions. These initiatives include:
 - The existing Absence Control Policy. (If anything, any problems that exist are a result of management's failure to manage properly and in a consistent fashion with the existing rule.)
 - Local 772 voluntary medical surveillance program and modified work schedule.
 - Addressed management concerns on giving an estimate of time off for scheduling purposes at union-management meetings.
 - Offer of Local 5 contained in its letter of April 16, 1992. — (get that)
- For all these reasons, full implementation of AMS and PEP must be tabled indefinitely.
- Thank you for the opportunity to appear today.

Bill Hickey, Local 167.

Appendix "B"

MR. CHAIRMAN:

OVER THE YEARS, THROUGH NEGOTIATION, WE HAVE ACQUIRED THE PRESENT BENEFITS - BENEFITS THAT WE HAD TO PAY FOR AT THE COST OF GIVING UP SOME OF OUR PERCENTAGE IN ORDER TO RECEIVE THESE BENEFITS.

AND TODAY, YOU ARE HERE TO TAKE AWAY WHAT WE HAVE ACHIEVED THROUGHOUT LONG YEARS OF NEGOTIATIONS AND AT THE EMPLOYEE'S COST.

WE CANNOT STOP YOU FROM IMPLEMENTING THE ABSENCE CONTROL POLICY BUT WHAT WE CAN DO IS TO FIGHT EACH AND EVERY INDIVIDUAL DISMISSAL CASE THROUGH ARBITRATION.

WE HAVE IN OUR COLLECTIVE AGREEMENT THE PROVISION THAT GIVES MANAGEMENT THE RIGHT TO CONTROL THE PROBLEM OF ABSENTEEISM IN THE WORKPLACE. SO FAR, MANAGEMENT HAS CHOSEN NOT TO DO SO.

OUR MEMBERS ARE ANGRY, VERY ANGRY AT SUCH A PROPOSAL. WE HAVE BEEN VERY CO-OPERATIVE WITH MANAGEMENT IN THE PAST. ONLY IN THE LAST NEGOTIATIONS DID WE GIVE UP 2 OF OUR OCCASIONS. AND TODAY, GENTLEMEN, YOU ARE HERE TO IMPOSE OTHER CONDITIONS.

THIS PROJECT, I BELIEVE, HAS COST THE TAXPAYERS BETWEEN \$750,000 AND \$1,000,000, AND IT WILL COST A LOT MORE SHOULD ARBITRATION BE INVOLVED.

I WOULD ALSO LIKE TO ADD THAT AFTER SQUANDERING ALL OF THIS MONEY, TAXPAYERS' MONEY, IN PUTTING TOGETHER THIS PROJECT, YOU NOW ARE ASKING THE EMPLOYEE'S TO VOLUNTARILY GIVE UP SOME OF THEIR EARNINGS AS YOU NOW REQUIRE APPROXIMATELY \$1,400,000, WHICH WOULD AMOUNT TO ABOUT THE SAME MONEY YOU HAVE JUST SPENT ON PREPARING THIS ABSENT CONTROL POLICY.

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- 2 -

IN ANOTHER YEAR, WE WILL BE MEETING ACROSS THE TABLE TO NEGOTIATE OUR NEW COLLECTIVE AGREEMENT, AND WE FIRMLY BELIEVE THAT SHOULD BE THE TIME AND THE PLACE TO DISCUSS MATTERS SUCH AS THIS.

WE ARE ASKING YOU TO PLEASE GIVE THIS MATTER YOUR CLOSE CONSIDERATION. THANK YOU.

Thursday, 1992 May 21
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Alderman V. Agro
Alderman T. Anderson
Alderman D. Drury
Alderman D. Agostino
Alderman G. Copps
Alderman T. Cooke

A (ii)

Regrets: Mayor Robert M. Morrow - City Business

Also present: Alderman W. McCulloch
J. Pavelka, Acting Chief Administrative Officer
J. Johnston, Commissioner of Human Resources
A. Ross, Treasurer
P. Noé Johnson, City Solicitor
S. Hollowell, Acting City Clerk
Chief G. Baker, Fire Department
S. Dembe, Manager of Licensing
B. Sugden, Director of Culture and Recreation
J. Pook, Parks Horticulture Section, Public Works Department
Deputy Chief G. Smith, Fire Department
D. Vyce, Director of Property
S. Chandrashekar, Supervisor of Accounting, Treasury Department
P. Baker, Parking Authority
J. Ford, Health Unit
R. Sabo, Law Department
Susan K. Reeder, Secretary

A G E N D A

1. DELEGATIONS

(a) Hamilton Firefighters re: Pension.

The Committee was in receipt of a Private and Confidential memorandum from Mr. Skarratt dated 1992 April 14. Mr. Skarratt spoke to the Committee on behalf of the Firefighters who will be retiring voluntarily in 1992 June as a direct result of an early retirement incentive. Mr. Skarratt presented the concerns of these employees that the incentive offered by the City to the Firefighters is considerably less than the package offered to other Civic employees because of the distinction that the Firefighter positions were not being eliminated.

Mr. Skarratt circulated further documentation as follows:

- correspondence from Chief Baker to Mr. William Aitken dated 1992 April 1, acknowledging a group letter from "concerned Firefighters" dated 1992 March 24.
- correspondence from John R. Cassidy dated 1992 May 13, respecting a meeting held with Mr. L. Sage, Chief Administrative Officer.
- correspondence from L. Sage to all staff, City of Hamilton re: 1991 Budget dated 1991 March 22.

- correspondence from Fire Chief Baker to all personnel re: Early Retirement dated 1991 July 31.
- hand written correspondence from John F. Fitzpatrick to Mr. L. Cooper dated 1992 May 18 re: Early Retirement.

Following this presentation, the Committee agreed to move In-Camera to discuss matters of a Private and Confidential nature.

Following the In-Camera session, the Committee moved back into Regular Session and Mr. J. Johnston, Commissioner of Human Resources gave a presentation to the Committee with respect to the history of this issue.

Following further debate on this matter, the Committee agreed to receive the presentations and **take no action**.

(b) Joint Presentation by the Acting Chief Administrative Officer and the Director of Public Works; Director of Culture and Recreation; Commissioner of Human Resources and Presidents of Local 1041 and Local 5 - Relationship by Objective Program (Preventative Mediation).

The Commissioner of Human Resources outlined the functions and goals of the "Relationship by Objective Program (Preventative Mediation) between the City of Hamilton and C.U.P.E. Local 5 and C.U.P.E. Local 1041."

Mr. Dave Michor, of Local 5, spoke with respect to the R.B.O. process. He distributed a summary of the key elements to this function as follows:

- the joint venture by the Union and Management was a worthwhile process - there is clearly improved co-operation and communications - improved understanding as to internal structures of both the Public Works Department and the Union as a whole.
- developed respect for the roles as Union activists and Management personnel, a better understanding of the roles we all play and the perspective of issues.
- conflict resolution is a priority.
- it is our belief that the introduction of the PEP/AMS Program will jeopardise the advances made within our bargaining unit.
- the monies spent by Union and Management, a sound investment for both parties, was able to achieve similar goals as the PEP for a fraction of the cost, i.e. improved communications, agreement to essential programs, establishment of necessary procedures, development of trust and confidence among employees and with management.
- this was accomplished in 3 days with continued hands on development.
- it is the recommendation of Local 5 that the Finance and Administration Committee allow the established procedures developed through the R.B.O. established guidelines pertaining to absence control.

Rick Campanella, Local 1041, spoke on the process and indicated that there is a need to go through the chain of command, thus no surprises, i.e. publicity about possible job deletions before the affected staff are notified.

Mr. B. Sugden, Director of Culture and Recreation, spoke on the process and indicated that it improved attitudes and effectiveness and that areas of training and re-training were identified. He indicated that is a worthwhile process worthy of extending to all.

J. Pavelka, Acting Chief Administrative Officer and Director of Public Works also spoke favourably of the process and indicated that the exchange changed the process of Management/Union relations from grievances to better communication.

Some discussion ensued with members of the Committee and the Committee thanked all those who spoke and agreed to receive the presentation for information.

(c) **Florist's Association - City's Street Vendors Programme re: Sale of Flowers on Street Corners.**

Mr. Brian Servos, Proprietor, Green Acres Flower Shop and Ms. Rosaria Campanile, Co-Owner, Sensational Flowers were in attendance and spoke to the Committee with respect to their concerns on Street Vendors selling flowers on Street Corners during the peak seasons for Florists, i.e. Mother's Day and Easter. Both of the above-noted distributed a written presentation which they read which outlined their concerns and rationale for their request that transient traders be discontinued.

Mr. S. Dembe, Manager of Licensing, spoke to the Committee and advised that transient traders may obtain a licence for \$500.00 which covers a three month period. He also confirmed that Licensing By-law staff do not go out to enforce the adherence of the conditions within the licence on peak seasons like Easter and Mother's Day week-ends and that enforcement is only done on a complaint basis.

A woman in the audience spoke to the Committee and identified herself as one of the transient traders and spoke in support of the process and indicated that she pays for the spots she uses as well as for the City licence.

Following considerable discussion on this matter, it was agreed that the City Solicitor be directed to prepare a Draft Bill for the Committee's review to be brought back to the next meeting of the Committee (1992 June 25) to ban Street Vendors and further and a Public Meeting on this issue and the Draft Bill be held at the subsequent meeting of the Finance and Administration Committee on 1992 July 23.

2. **PARKING AUTHORITY**

Presentation on Re-Construction - City Hall Carpark.

Mr. Peter Baker of the Parking Authority was in attendance and requested that his Assistant speak to the Committee with respect to the proposed plan for the City Hall Carpark. An information sheet respecting the following aspects was distributed to all members of the Committee - need, trees, disabled parking, Public safety, staff parking during construction, Council and Public parking, increase in number of parking stalls, extent of the work.

Following discussion on this matter, the Committee agreed to receive this report for information purposes.

3. CONSENT AGENDA

The following items were pulled from the Consent Agenda for discussion - Item D (ii) - Information Report - Status of Unclassified Revenue and Expenditures as at 1992 April 30, and D (iii) - Information Report - Status of Hosting, Receptions and Related Accounts as at 1992 April 30.

The Committee then approved its Consent Agenda as follows:

A. ADOPTION OF THE MINUTES

The Committee was in receipt of the minutes of the regular meeting held Thursday, 1992 May 7th and approved these minutes as circulated.

B. MANAGER OF PURCHASING

Annual Service to Tower Centrifugal Water and Ice Chillers, Copps Coliseum during 1992, 1993 and 1994.

The Committee was in receipt of a report from the Manager of Purchasing, respecting the above-noted matter dated 1992 May 6 and approved the following:

That a purchase order be issued to York Applied Systems, Mississauga, in the amount of \$75,628. including all applicable taxes, being the lowest of six quotations received, to provide annual service to the tower centrifugal water and ice chillers at Copps Coliseum during 1992, 1993 and 1994 in accordance with specifications issued by the Manager of Purchasing Vendor's quotation and that this expenditure be financed through Equipment Repair Account No. CH57101 46035.

C. ACTING DIRECTOR OF PUBLIC WORKS AND ACTING CITY TREASURER

(i) Request for Major Repairs to Fire Department Rescue Unit #9, Vehicle #1672, a 1982 G.M.C. Truck, from the Reserve for Major Repairs Account CH 5X522 00103.

The Committee was in receipt of a Joint Report from the Acting Director of Public Works and the Acting Treasurer dated 1992 May 4, respecting the above-noted matter and approved the following:

- (a) That the repairs to the Rescue Body and Compartments, Replacement of the Body Frame and Body Panels, Bottle Racks, Installation of Stainless Fasteners and Hardware, Sliding Trays, Insulated Crew Cab with 40,000 B.T.U. Heater, Exhaust Fans and Seating, and Painting as required to Fire Department Rescue Unit #9 (Vehicle #1672) in the amount of \$42,000. to Paling Incorporated, the lowest of two tenders, be approved.
- (b) That this expenditure be charged to Account No. CH 5X522 00103 Reserve for Major Vehicle Repairs.
- (c) That the total repair cost of \$42,000. plus taxes to Fire Department Rescue Unit #9 (Vehicle #1672) be added to the original cost (being \$69,875.12) of the Rescue Unit #9 (Vehicle #1672) for depreciation purposes.

- (ii) Request for Major Repairs to Fire Department Pumper #16, Vehicle #1670, a 1982 White Truck, from the Reserve for Major Repairs Account CH 5X522 00102.

The Committee was in receipt of a Joint Report from the Acting Director of Public Works and the Acting Treasurer dated 1992 May 4, respecting the above-noted matter and approved the following:

- (a) That the repairs to the Hose Body and Compartments, Walk Through and Battery Boxes, Cab and Chassis and Body Wiring to Fire Department Pumper #16 (Vehicle #1670) in the amount of \$37,230. to Paling Incorporated, the lowest of three tenders, be approved.
- (b) That this expenditure be charged to Account No. CH 5X522 00103 Reserve for Major Vehicle Repairs.
- (c) That the total repair cost of \$37,230. plus taxes to Fire Department Pumper #16 (Vehicle #1670) be added to the original cost (being \$133,581.59) of the Pumper #16 (Vehicle #1670) for depreciation purposes.

D. CITY TREASURER

- (i) To replace Schedule "A" of By-law 92-118, The International Village Business Improvement Area 1992 Levy By-Law.

The Committee was in receipt of a report from the Acting Treasurer dated 1992 May 12, respecting the above-noted matter and approved the following:

That Schedule "A" of By-law 92-118 be replaced to reflect changes in the total assessed value of the real property used as the basis for computing business assessment from \$1,077,573. to \$1,092,621. and the mill rate for the special charge from 55.0589 to 54.3281.

E. CITY CLERK

- (i) Extension of Liquor Licence - Hamilton Beach Rescue Unit Association.

The Committee was in receipt of a report from the Acting City Clerk dated 1992 May 7, respecting the above-noted matter and approved the following:

That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the two fund-raising events being held by the Hamilton Beach Rescue Unit Association at their Club at 316 Beach Boulevard on 1992 June 13 and 19, and has no objection to the issuance of a Temporary Extension of their Liquor Licence to allow alcohol to be served and consumed on the outdoor premises.

- (ii) Ride for Sight Pennant Run.

The Committee was in receipt of a report from the City Clerk dated 1992 May 11, respecting the above-noted matter and approved the following:

That approval be given to the action taken by the City Clerk in authorizing the Ride for Sight Committee to use the City Hall forecourt and related equipment for their Tenth Annual National Fundraising Ride for Sight on Tuesday, 1992 May 12 from 1:15 - 1:45 p.m.

F. COMMISSIONER OF HUMAN RESOURCES**Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton.**

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 May 13, respecting the above-noted matter and approved the following:

That the listing of Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to 1992 May 13, attached herewith and marked Appendix "A", be approved.

D. CITY TREASURER**(ii) Information Report - Status of Unclassified Revenue and Expenditures as at 1992 April 30.**

Alderman Drury requested information on the cost breakdown contained within this information report with specific reference to the meal expenses charged to the Planning and Development Committee. It was agreed that the Treasurer would provide Alderman Drury with this information. The Committee then agreed to receive this information status report.

D. CITY TREASURER**(iii) Information Report - Status of Hosting, Receptions and Related Accounts as at 1992 April 30.**

Alderman Drury requested information on the amounts being charged to the Civic Pins, Medals and Rings Account. It was indicated by the Committee's Secretary that some months ago an information report had been provided to the Committee members on this issue and was subsequently received with no action taken. The Committee directed that this report be brought back to the Committee along with the pending report from the Manager of Cultural Services on this whole issue for the purpose of re-evaluation.

REGULAR AGENDA**4. DIRECTOR OF PROPERTY****Extension of Closing Date - Sale of Property 1100 Limeridge Road East to Municipal Non-Profit (Hamilton) Housing Corporation.**

The Committee was in receipt of a report from the Director of Property dated 1992 May 12, respecting the above-noted matter and approved the following:

- (a) That the closing date for the purchase from the City of 1100 Limeridge Road East by the Municipal Non-Profit (Hamilton) Housing Corporation be extended from the scheduled date of 1992 May 14 to 1992 September 29.
- (b) That interest be charged on the purchase price of \$570,000. from 1992 May 14 to the actual closing date, based on an average of the prime rate for the period of the extension.
- (c) That the accrued interest be credited to Account Number CH 4X501 00102 (Reserve for Property Purchases).

5. SELECTION COMMITTEE**(a) Keep Hamilton Clean Committee (3 vacancies).**

The Committee was in receipt of a report from the Secretary of the Selection Committee dated 1992 May 14, respecting the above-noted matter and approved the following:

That the following three persons be appointed to fill the current vacancies on the Keep Hamilton Clean Committee:

- (a) Jack R. Brown (term to expire 1992 December 31)
- (b) Bob Jaggard (term to expire 1992 December 31)
- (c) James Monahan (term to expire 1993 December 31)

(b) Hamilton Civic Hospitals Board of Directors (1 vacancy).

The Committee was in receipt of a report from the Secretary of the Selection Committee, dated 1992 May 15 respecting the above-noted matter and approved the following:

That Ramanath (Ram) Mulki Kamath be appointed to fill the current vacancy on the Hamilton Civic Hospitals Board of Directors for a term to expire 1994 December 31.

(c) English Language Sub-Committee (1 vacancy).

The Committee was in receipt of a report from the Secretary of the Selection Committee, dated 1992 May 15 respecting the above-noted matter and approved the following:

That Milena Balta be appointed to serve on the English Language Sub-Committee for a term to expire 1994 November 30th.

6. HAMILTON FARMERS' MARKET SUB-COMMITTEE**(a) Partnership Agreement - Coffee Shop - Stand No. 176.**

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1992 May 12, respecting the above-noted matter and approved the following:

- (a) That the City Solicitor be directed to amend the current lease Agreement between Burton Hubbard, Marguerite Hubbard and the City of Hamilton respecting the Farmers' Market Coffee Shop to include Corrado Belacca as an added licensee; and,
- (b) That the Agreement be conditional upon all three licensees remaining active operators of the Coffee Shop.

(b) Market Hours - Open to Public; Market Hours - For Unloading Purposes Only.

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1992 May 8, respecting the above-noted matter and approved the following:

That the City Solicitor be authorized and directed to amend Market By-law 81-180 to provide for the following hours of operation for the Hamilton Farmers' Market, to become effective 1992 June 01.

(a)	Tuesday and Thursday	7:00 a.m. - 6:00 p.m.
	Friday	9:00 a.m. - 6:00 p.m.
	Saturday	6:00 a.m. - 6:00 p.m.

(b) Saturday stallholder unloading 3:00 a.m.

(c) Unauthorized Encroachment - Hamilton Farmers' Market.

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1992 May 11, respecting the above-noted matter and approved the following:

That Section 18 of the Fifth Report for 1991 of the Finance and Administration Committee adopted by City Council at its meeting of 1991 March 12 regarding unauthorized encroachment in the Hamilton Farmers' Market, be rescinded, as it is felt violations regarding unauthorized encroachments are adequately addressed in current Market By-law 81-180.

7. RESOLUTIONS

Opposition to the Provincial Proposal to Invest OMERS Funds.

(a) Report - Treasurer.

The Committee was in receipt of a report from the Treasurer dated 1992 May 19, respecting a specific recommendation from him on the City's response to the Provincial Proposal to Invest OMERS Funds. Some discussion ensued on this and the Committee approved the following:

(a) That the City of Hamilton recommend to the Government of Ontario and to the Ontario Municipal Employees' Retirement System (OMERS) that the funds contributed to the OMERS System be utilized for their stated pension purposes and priorities, and

(b) That the City of Hamilton recommend to the Board of OMERS that any funds contributed by the City of Hamilton or its employees not be utilized for other specific economic development purposes and priorities without a full consultation process with member municipalities and the concurrence of those municipalities to the proposal.

(b) Resolution - Town of Newmarket.

The Committee was in receipt of a resolution from the Town of Newmarket respecting a Provincial proposal to invest funds from OMERS and the Committee agreed to receive this resolution as follows:

That the following resolution from the Town of Newmarket respecting a Provincial proposal to invest funds from OMERS be received:

BE IT RESOLVED by the Municipal Council of the Corporation of the Town of Newmarket as follows:

THAT the Council of the Town of Newmarket advise the Province of Ontario that it strongly opposes any proposal to invest funds from the Ontario Municipal Employees Retirement System with any purpose, priority or goal other than to fund the pensions of the contributors;

AND THAT the Province of Ontario be advised that the Town of Newmarket specifically opposes the proposal to use OMERS funds to invest in any long term growth industries through a crown corporation as a part of an economic renewal strategy;

AND THAT the Town of Newmarket endorse the efforts of the OMERS Board to resist the proposal of the Provincial Government to use the OMERS pension fund to invest in growth industries in Ontario through a crown corporation and that the OMERS Board be so advised.

AND THAT this resolution be circulated to all Ontario Municipalities with a population over 20,000;

AND THAT the Premier of Ontario, the Minister of Municipal Affairs, Mr. Charles Beer, M.P.P. and The Association of Municipalities of Ontario be so advised.

(c) Resolution - City of Etobicoke.

The Committee was in receipt of a resolution from the City of Etobicoke respecting the use of OMERS to fund Provincial Industrial Strategy and the Committee agreed to receive this resolution as follows:

That the following resolution from the City of Etobicoke respecting the use of OMERS to fund Provincial Industrial Strategy, be received:

WHEREAS the Ontario Government will probably announce in its upcoming budget the formation of an Ontario Investment Fund (O.I.F.) derived from monies from a wide variety of public sector pension funds; and

WHEREAS many of these public sector employees pension funds (such as OMERS - The Ontario Municipal Employees' Retirement System) already heavily invests in Ontario real estate, equities, bonds and other assets; and

WHEREAS any government funding for selecting industrial/commercial winners such as the Bricklin Project in New Brunswick or dozens of different projects funded by the Alberta Heritage Fund have usually failed; and

WHEREAS the Ontario Government has not made a solid business case for this proposal in terms of evaluating risk/return ratios, the absence of a long term investment management team in place, contributors bear the risk and the current absence of specific financial controls; and

WHEREAS the Ontario Government has a moral obligation to protect all these pension funds in its fiduciary role;

THEREFORE BE IT RESOLVED that Etobicoke City Council go on record in requesting that the Ontario Government refrain from taking monies from the public sector pension funds to finance its industrial strategy in the light of employees who feel extremely threatened about the financial survival of their retirement years and undertake to finance its industrial strategy from general revenues - if it must do so!

8. TREASURER

1991 Financial Report.

The City's External Auditors were in attendance to speak to the Committee with respect to the 1991 Financial Report.

The Committee was in receipt of a report from the Treasurer dated 1992 May 14, respecting the above-noted matter and the Committee approved the following:

- (a) That the 1991 Financial Report of the City of Hamilton as previously distributed by the Committee Secretary to all members of Council, be received for information purposes; and
- (b) That the City Treasurer arrange to publish on one occasion the required 1991 financial statements, based on the audited report, in The Hamilton Spectator as soon possible, but in any event, within sixty days of receiving the audited statements and in accordance with regulations of the Ministry of Municipal Affairs; and
- (c) That selected statements of the 1991 audited Financial Report be printed in brochure type report form for distribution to banks, other financial institutions and other interested parties.

At this point, Alderman Ross indicated that he had a previous engagement that he would be required to leave for and requested that one of the Items on the In-Camera Agenda be deferred for a Special Meeting of the Finance and Administration Committee to be held prior to City Council on Tuesday, 1992 May 26 at 5:00 o'clock p.m., at which time all members of City Council should be invited to attend. This Special Meeting would be regarding the Status of the Filling of the Chief Administrative Officer's Position. The Committee agreed to hold this Special Meeting.

Alderman Ross then left the meeting at 11:35 a.m. and Alderman Charters, Vice-Chairperson assumed the Chair.

9. ACTING CHIEF ADMINISTRATIVE OFFICER AND CITY CLERK

Proposed By-law to licence and Regulate the Sale of Tobacco to Minors; and Proposed Transfer of Smoking Programs to Public Health Services Department.

The Committee was in receipt of a joint report from the Acting Chief Administrative Officer and the City Clerk dated 1992 May 15, respecting the above-noted matter.

Mr. S. Dembe, Manager of Licensing, spoke to the Committee with respect to the report.

Some discussion then ensued on the applicability of a \$100.00 licensing fee to stores selling tobacco. It was clarified that this license fee would apply to stores having vending machines but not to Hotels, since Hotels have separate legislation. It was indicated that the cost of the license should be minimal and that enforcement would be on a complaint basis only. It was further indicated that the fee should not be based on cost recovery and that signs should be devised in such a way that they would be publicly displayed to inform everyone of the ban of the sale of cigarettes to minors.

General discussion then ensued on the recommendation to transfer the City of Hamilton's Smoking Program to the Regional Health Unit and concern was expressed that the Program was a City initiative and could get lost if transferred to the Region where outlying areas do not have the same concerns.

Following considerable discussion on this matter by the Committee, the following recommendation was approved:

- (a) That the Regional Municipality of Hamilton-Wentworth be requested to direct its Health Inspectors to assist with the enforcement of the City of Hamilton's Smoking Control Programs.
- (b) For the information of the members of City Council, the Finance and Administration Committee in approving the By-law to License and Regulate the Sale of Tobacco for a \$25. licence fee, have directed staff to design a dual purpose licence and sign respecting this By-law which must be posted by retailers selling tobacco.

10. CORRESPONDENCE - REGIONAL CHAIRMAN'S OFFICE

Cost sharing in Production Costs - "Sketches of Our Town".

The Committee was in receipt of correspondence from the Regional Chairman respecting the Television Series "Sketches of Our Town", and a request that the City of Hamilton share with the other five municipalities of the Region, at a cost of \$3,300.00 each, for the production of a program on the Regional Municipality of Hamilton-Wentworth.

The Committee agreed to receive and take no action with respect to this request.

ADDED - SPECIAL OCCASION PERMIT

The Committee was in receipt of an added report from the Acting City Clerk dated 1992 May 20, respecting a special occasion permit for Earthsong.

The Committee approved the following:

That the Liquor Licence Board of Ontario be advised that the City of Hamilton has no objection to the issuance of a Special Occasion Permit being granted to the Earthsong Festival being held 1992 July 1 - 5, Princess Point/Cootes Paradise.

ADDED - USE OF CITY HALL FACILITIES

The Committee was in receipt of an added report from the Acting City Clerk dated 1992 May 19, respecting the use of City facilities for the Croatian Democratic Union Anniversary Celebration.

The Committee approved the following:

- (a) That the Croatian Democratic Union of Hamilton-Wentworth be granted permission to use the City Hall forecourt and related equipment on Saturday, 1992 May 30 from 2:00 - 3:00 p.m. to celebrate the first anniversary of the Croatian State.
- (b) That permission be granted to the Croatian Democratic Union of Hamilton-Wentworth to fly the Croatian flag at City Hall on Saturday, 1992 May 30.
- (c) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

ADDED - USE OF CITY HALL FACILITIES

The Committee was in receipt of information from the Chairperson of the Committee on the use of City Hall facilities by the Citizens Expressway Committee.

The Committee approved the following:

That the Citizens Expressway Committee be granted permission to use the City Hall Forecourt on Friday, 1992 June 19th at 7:00 o'clock p.m.

11. PRIVATE AND CONFIDENTIAL AGENDA

The Committee agreed to move In-Camera to discuss matters of a Private and Confidential nature.

The Committee then came out of their In-Camera session and approved the following:

AA. CITY SOLICITOR AND ACTING DIRECTOR OF PUBLIC WORKS

- (i) **City of Hamilton - ats - Millward Ontario Court (General Division) Action No. 9822/87.**

The Committee was in receipt of a Private and Confidential report from the City Solicitor and Acting Director of Public Works dated 1992 May 11, respecting the above-noted matter and approved the following:

That the City of Hamilton decline the Plaintiff's Offer to Settle Ontario Court (General Division) Action No. 9822/87 dated 1992 May 1.

- (ii) **City of Hamilton - as - Zlojutro, Ontario Court of Justice (General Division) Action No. 15491/89.**

The Committee was in receipt of a joint report from the City Solicitor and Acting Director of Public Works dated 1992 May 14, respecting the above-noted matter and approved the following:

- (a) That the City of Hamilton agree to settle Ontario Court of Justice (General Division) Action No. 15491/89 by the payment of \$5,000. inclusive of damages, interest and costs, to the Plaintiffs, Bosa and Milos Zlojutro; and
- (b) That the City of Hamilton obtain from Bosa and Milos Zlojutro, a Release satisfactory to the City Solicitor and that Ontario Court of Justice (General Division) Action No. 15491/89 be dismissed as against the City of Hamilton without costs.

BB. DIRECTOR OF PROPERTY**18 Main Street East - Proposed De Santis Development - Extension of Construction Covenants.**

The Committee was in receipt of a Private and Confidential report from the Director of Property dated 1992 May 12, respecting the above-noted matter. The Committee approved the following:

That the construction covenants as contained in the Offer to Purchase of the property at 18 Main Street East, the south west corner of Main Street East and Hughson Street South, from DeSantis Group Inc., and as contained in the Deed from the City to DeSantis Group Inc. of the same property, be amended as follows:

- (a) That the construction commencement date be extended to, on or before 1994 November 30, and the construction completion date be on, or before 1996 November 30;
- (b) That a further extension of two (2) years of the construction commencement and completion dates be granted at the pleasure of the City;
- (c) That if during the extension period(s) of the construction covenants, the City deems the local economy to be in a condition for the DeSantis development, as outlined in the Site Plans attached herewith and marked Appendix "B", to be economically viable, the City has the right to ask the DeSantis Group to commence construction within a 180 day period. If DeSantis disputes the City's claim of the economic viability of the project, the Agreement will provide for arbitration of the issue;
- (d) That in the event that at the end of the extension period(s) (1994 November 30 or 1996 November 30) the City has grounds to exercise its rights to re-purchase the property, the City shall either exercise such right within 90 days of the expiry of said extension period(s) or the City's right to re-purchase shall expire and all restrictive covenants shall be released from the title of the land;
- (e) That the DeSantis Group shall continue to operate a public surface parking lot from the site during any extension period, so as to provide continued public parking for the area;
- (f) That the DeSantis Group must agree that there will be no claim for compensation or damages against the City in the event the City chooses to re-purchase the property for non performance by the DeSantis Group.
- (g) That the Mayor and City Clerk be authorized to execute an Agreement to amend the Agreement of Purchase and Sale and the Deed from the City to DeSantis, incorporating the changes;
- (h) That time is to remain of the essence and all other terms and conditions are to remain the same.

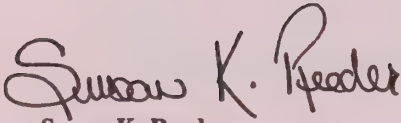
13. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

ALDERMAN B. CHARTERS, VICE-CHAIRPERSON
AND ACTING CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

A handwritten signature in dark ink, reading "Susan K. Reeder". The signature is written in a cursive, flowing style.

Susan K. Reeder
Secretary
1992 May 21

Tuesday, 1992 May 26
5:00 o'clock p.m.
Room 233, City Hall

A special meeting of the Finance and Administration Committee was held.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman D. Drury
Alderman G. Copps
Alderman D. Agostino
Alderman T. Anderson
Alderman V. Agro

A (iii)

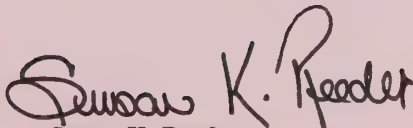
Regrets: Alderman T. Cooke - City Business

Also present: Alderman D. Wilson
Alderman W. McCulloch
Alderman F. Eisenberger
Alderman M. Kiss
Alderman F. D'Amico
Alderman B. Morelli
Alderman T. Jackson
J. Johnston, Commissioner of Human Resources
P. Noé Johnson, City Solicitor
A. Ross, Treasurer
Susan K. Reeder, Secretary

The Committee agreed to move In-Camera to discuss a matter of a Private and Confidential nature with respect to the status up-date on the Chief Administrative Officer position.

The Committee stayed in In-Camera session and upon moving back into Regular session agreed that there was no further business and adjourned.

Taken as read and approved,



Susan K. Reeder
Secretary
1992 May 26

**ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE**

B. (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 15

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

MAY 15 1992

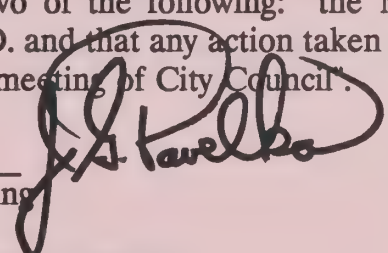
FROM: Mr. J. Avery
Assistant Manager of Purchasing

SUBJECT: RENOVATIONS TO BIRGE POOL, BIRGE STREET,
HAMILTON

RECOMMENDATION:

- a) That a purchase order be issued to Demik Construction Limited, Hamilton, in the amount of \$57,459 including applicable taxes for renovations to Birge Pool, Birge Street, Hamilton, being the lowest of eight quotations received in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.
- b) That this expenditure be financed through Operating Account No. CH56103 31330.
- c) That, as this work is to commence as soon as possible to meet the scheduled opening date of June 22, 1992, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".


J. Avery, Assistant Manager of Purchasing


FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Quotation Analysis

Demik Construction Limited, Hamilton	\$57,459.00
Ira McDonald Construction, Burlington	61,889.00
JDR Tools, Stoney Creek	67,526.96
Harm Schilthuis & Sons, Ancaster	68,480.00
Bravo Cement, Stoney Creek	74,873.25
James Kemp Construction, Hamilton	81,159.50
Michael Bruen Construction, Hamilton	87,772.88
Oakville Custom Pools, Oakville	91,329.85

CITY OF HAMILTON
- RECOMMENDATION -

B(ii)

JUN 8 1992

DATE: 1992 June 5

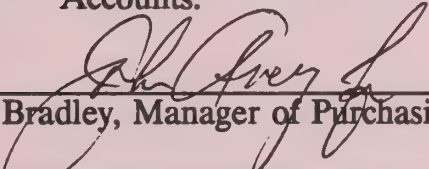
REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: WINDOW CLEANING, CITY HALL, CITY HALL
GARAGE AND FOOTBALL HALL OF FAME
DURING 1992, 1993, 1994

RECOMMENDATION:

- a) That a purchase order be issued to A-Skylight Window Cleaning Company (1988) Ltd., Hamilton in the amount of \$93,000, plus GST, to clean the interior and exterior windows of City Hall, the City Hall Garage, and the Football Hall of Fame and the exterior marble at City Hall during 1992, 1993 and 1994 with an option in favour of the City to extend for three additional one year terms, being the lowest tender submitted to meet specifications, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.
- b) That these expenditures be financed through various approved Window Cleaning Accounts.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis based on the three years

A-Skylight Window Cleaning, Hamilton	\$ 93,000.00 *
Skybright Window Cleaning, Hamilton	44,831.00 *
Reflections Window Cleaning, Burlington	65,350.00 *
J & L Master Window Cleaning, Hamilton	148,028.00
Universal Window Cleaning, Hamilton	173,826.00

GST extra at 7%

* One of the requirements of the specifications was that tenderers must provide special equipment to clean the exterior windows and marble at City Hall in such a way that the outriggers on the roof would not touch or put any weight on or near marble slabs at the top of the building. This special safety equipment must also be designed so that the sun shades on the south side of the building are safe from any damage, as these shades would not support any cleaner standing or walking on them as an access to clean windows.

This special equipment was designed and paid for by the present contractor, A-Skylight Window Cleaning. The design was approved by the City Architect and the Safety Section of the Department of Labour. To be considered, tenderers were to supply similar equipment at their own cost which must also be approved.

After the tender closing, the two lower bidders, other than the present contractor were contacted in writing to verify that this equipment was included in their pricing and was in fact being provided. One company advised that the cost of this equipment would far exceed any profit he would make on this contract. The other contractor did not respond to either the letter or two subsequent telephone calls.

B(iii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 9

JUN 11 1992

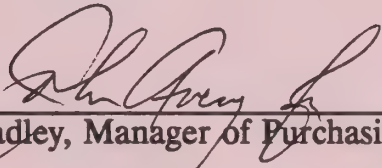
REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: SUPPLY AND DELIVERY OF VARIOUS COMPUTER AND WORD
PROCESSING SUPPLIES, 12 MONTH TERM (PUR-010)

RECOMMENDATION:

That a purchase order be issued to Fabco Data Inc., Hamilton, as attached, for the supply and delivery of various computer and word processing supplies as and when required for a 12 month term, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and be financed through various approved accounts.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Analysis based on the 8 highest volume supplies

Fabco Data Inc., Hamilton	\$47,750.15
Compu-Redi, Mississauga	48,123.99
MicroAge, Hamilton	53,920.70
Ontario Data, Pickering	36,715.17 *

* Bid 5 of the 8 items and was higher in unit cost for 2 of the 5

Applicable taxes extra. Total spent in 1991 \$64,963.98.

RIBBONS

FUJITSU DL3000 (ORIGINAL)	8.95
FUJITSU DL2400 (ORIGINAL)	19.95
C-ITOM (ORIGINAL) 3500/4000	41.50
TOSHIBA R31 P351SX (ORIGINAL)	14.25
EPSON MX800 870B (ORIGINAL)	4.75
ROLLAND DG PRINTER KX M110DG (ORIG)	12.95
IBM 129 KEY PUNCH (ORIGINAL)	4.25
ZENTRONIC 4468116 FOR LN400 (ORIG.)	26.75
FACIT PRO4210 (ORIGINAL)	4.85
DIGITAL LP25R FOR LP26 (ORIGINAL)	7.50
DIGITAL LA120/180 FOR DECIII (ORIGINAL)	9.25
EPSON MX80 (ORIGINAL)	4.75

TONER

NEC LASER OPC KITS LC8005 (ORIGINAL)	121.95
NEC LASER TONER (ORIGINAL)	17.95
APPLE TONER LASER WRITER BLK (ORIGINAL)	90.00
HEWLETT PACKARD TONER SERIES I (ORIGIN)	89.00
HEWLETT PACKARD TONER IIP (ORIGINAL)	75.00
HEWLETT PACKARD TONER II/III (ORIGINAL)	90.00

DISKETTES

3M DATA CARTRIDGE DC-600XTD	27.75
MAXEL 3.5" H. DENSITY 2MB (ORIGINAL)	1.80
MAXEL 3.5" 2/D 1MB (ORIGINAL)	.99
MAXEL 5 1/4" H. DENSITY (ORIGINAL)	1.15
GENERIC 3.5" H. DENSITY 2MB (VERBATIM) (PREFORMATED)	1.26
GENERIC 3.5" D.D. (VERBATIM) (PREFORMATED)	.75
GENERIC 5 1/4" H. DENSITY (VERBATIM) (PREFORMATED)	.79
GENERIC 5 1/4" D.D. (VERBATIM) (PREFORMATED)	.46

CITY OF HAMILTON
- RECOMMENDATION -

B(iv)

DATE: 1992 June 9

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

JUN 11 1992

FROM: Mr. T. Bradley
Manager of Purchasing

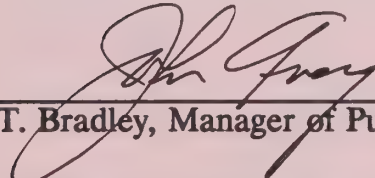
SUBJECT: SUPPLY AND DELIVERY OF FATIGUE
UNIFORMS DURING 1992, HAMILTON FIRE
DEPARTMENT

RECOMMENDATION:

That a purchase order be issued to J. P. Hammill & Son Limited, Guelph, for the supply and delivery of fatigue uniforms as and when required during 1992 for the Hamilton Fire Department, being the lowest of three tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender as follows, and that this expenditure be financed through Uniforms, Clothing Account No. CH56104 48001.

Short sleeve shirts	\$19.97 each
Trousers	30.97 "
Jackets	23.97 "

Applicable taxes extra



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis	<u>S.S.Shirts</u>	<u>Trousers</u>	<u>Jackets</u>
J.P.Hammill & Son Limited, Guelph	\$19.97	\$30.97	\$23.97
Starfield Safetywear, Toronto	25.50	34.25	27.75
Sainthill Uniforms Inc., North York	23.99	71.56	29.14

All taxes extra. Estimated expenditure during 1992 \$73,100.

C (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 2

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

MUN 4 1992

SUBJECT: **TENNIS COURT CONSTRUCTION - GOURLEY
PARK
TENNIS COURT RESURFACING - ROSEDALE TENNIS CLUB**

RECOMMENDATION:

That the construction of two tennis courts and fencing at Gourley Park and the resurfacing of Rosedale Tennis Courts (4) at an estimated cost of \$42,800 be financed from the excess Reserve for Capital Projects funds remaining in the Huntington Tennis Court Renovation Account Centre No. 709154009 and the Huntington Tennis Court Account be closed.


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above.

BACKGROUND:

The above item was approved in Item 16 of the 11th Report of the Parks and Recreation Committee adopted by Council May 26, 1992.

c.c. Mr. K. Christenson, Secretary, Parks and Recreation Committee
Mr. Bob Sugden, Director of Culture and Recreation
Mr. D. W. Vyce, Director of Property

CITY OF HAMILTON
- RECOMMENDATION -

C(ii)

DATE: 1992 June 15

JUN 15 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

**SUBJECT: PROPOSED CONSTRUCTION OF AN
INDEPENDENT CONCRETE CURB ON THE EAST
SIDE OF UPPER KENILWORTH AVENUE BETWEEN
LANDRON AVENUE AND LIMERIDGE ROAD**

RECOMMENDATION:

That the City's share of the cost of the construction of an independent concrete curb on the east side of Upper Kenilworth Avenue from Landron Avenue to Limeridge Road as a Local Improvement at an estimated cost of \$46,100 be financed from 1992 Capital Levy.



Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on June 22, 1992 as outlined in the letter of Mr. D. Lobo, Acting Director of Public Works dated June 11, 1992.

Attachment

c.c. K. Christenson, Secretary, Transport and Environment Committee
R. Chrystian, Manager of Parks Division, Public Works Department
Attention: D. Cowan, Superintendent
E. M. Gill, Senior Director, Roads Department

CITY OF HAMILTON

800-0624

- RECOMMENDATION -

DATE: 1992 June 11

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: D. Lobo,
Acting Director of Public Works

SUBJECT: Proposed Construction of an Independent
Concrete Curb on the East Side of
Upper Kenilworth Avenue Between
Landron Avenue and Limeridge Road

RECOMMENDATION:

- a) That the construction of an independent concrete curb on the east side of Upper Kenilworth Avenue from Landron Avenue to Limeridge Road proceed as a Local Improvement pursuant to Section 12 of the Local Improvement Act at an estimated gross cost of forty-six thousand, one hundred dollars (\$46,100.) as provided in the 1992 portion of the 1992 to 2001 Capital Budget with a City's share of forty-six thousand, one hundred dollars (\$46,100.); and,
- b) That the Finance and Administration Committee be requested to recommend a source of funds for this Capital Project; and,
- c) That the Senior Director of Roads be authorized to construct these works once all of the necessary approvals have been received.



D. Lobo,
Acting Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Provision has been made for these works in the 1992 to 2001 Capital Budget. This project will reduce the funds available in the City's Share to \$471,546.06 and the Gross Cost to \$1,023,600.00.

BACKGROUND:

The Parks Division of the Public Works Department has requested the construction of an independent concrete curb on the east side of Upper Kenilworth between Landron Avenue and Limeridge Road to provide better control for parking in this area and to allow for the completion of landscaping on the road allowance up to the new curb line. The location of the proposed project is shown on the attached plan.

RPM:bk
Atch.

cc: A. Ross, City Treasurer
Treasury Department
ATTN: N. Adhya, Manager of Budgets

G. Lawson, Commissioner
Finance Department

A. Georgieff, Director
of Local Planning

R. Chrystian, Manager
of Parks Division - Public Works Department
ATTN: D. Cowan, Superintendent

E. M. Gill, Senior Director
Roads Department

CITY OF HAMILTON
- RECOMMENDATION -

C(iii)

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

**SUBJECT: PROPOSED CONSTRUCTION OF CONCRETE
SIDEWALKS:**

- 1) WEST SIDE OF WEST 33RD STREET AT THE WEST END OF
ELMWOOD AVENUE
- 2) EAST END OF SOUTH BEND ROAD EAST (NORTH SIDE) AT
THE NORTH END OF HOLT AVENUE

RECOMMENDATION:

That the City's share of the cost of the construction of concrete sidewalks on the west side of West 33rd Street at the west end of Elmwood Avenue, and at the east end of South Bend Road East (north side) at the north end of Holt Avenue, as a Local Improvement at estimated costs of \$2,500 and \$2,860 respectively, to a total of \$5,360, be financed from 1992 Capital Levy.



Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. These projects are included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on June 22, 1992 as outlined in the letter of Mr. D. Lobo, Director of Public Works dated June 12, 1992.

Attachment

c.c. D. Lobo, Acting Director of Public Works
K. Christenson, Secretary, Transport and Environment Committee
V.J. Abraham, Director, Planning (Local - City Hall) Division

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 12

REPORT TO: K. Christenson, Secretary
 Transport and Environment Committee

FROM: Mr. D. Lobo
 Director of Public Works

TREASURY	
1992 JUN 16	
ROUTE	REC'D
A.C.R.	
I.R.H.	
N.R.A.	
T.W.D.	
T.B.	
G.D.	
A.N.	

SUBJECT: Proposed Construction of Concrete Sidewalks:

- 1) West side of West 33rd Street at the west end of Elmwood Avenue
- 2) East end of South Bend Road East (north side) at the north end of Holt Avenue

RECOMMENDATION:

- a) That the construction of a concrete sidewalk on the west side of West 33rd Street at the west end of Elmwood Avenue and at the east end of South Bend Road East (north side) at the north end of Holt Avenue proceed as Local Improvements pursuant to Section 12 of the Local Improvement Act at an estimated gross cost of two thousand five hundred dollars (\$2,500) and two thousand eight hundred and sixty (\$2,860) respectively as provided in the 1992 portion of the 1992 to 2001 Capital Budget with a City's Share of two thousand five hundred (\$2,500) and two thousand eight hundred and sixty (\$2,860) respectively and no Owner's Share for both projects; and
- b) That the Finance and Administration Committee be requested to recommend a source of funds for these Capital Projects; and
- c) That the Director of Public Works be authorized to construct these works once all of the necessary approvals have been received.

per Doug Laguarda

 D. Lobo
 Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Provision has been made for these works in the 1992 to 2001 Capital Budget.

These projects will reduce the balance available in the City's share to \$466,186.06 and in the Gross Cost to \$1,018,240.00

BACKGROUND:

Requests from the public have been received for the construction of the sidewalks at both locations shown on the attached plans. The construction of approximately 24m of sidewalk on West 33rd Street will provide a safe walking surface for school children from Holbrook Public School as there are presently pedestrian/vehicle conflicts between them and parents in cars dropping off their children at the west end of Elmwood Avenue.

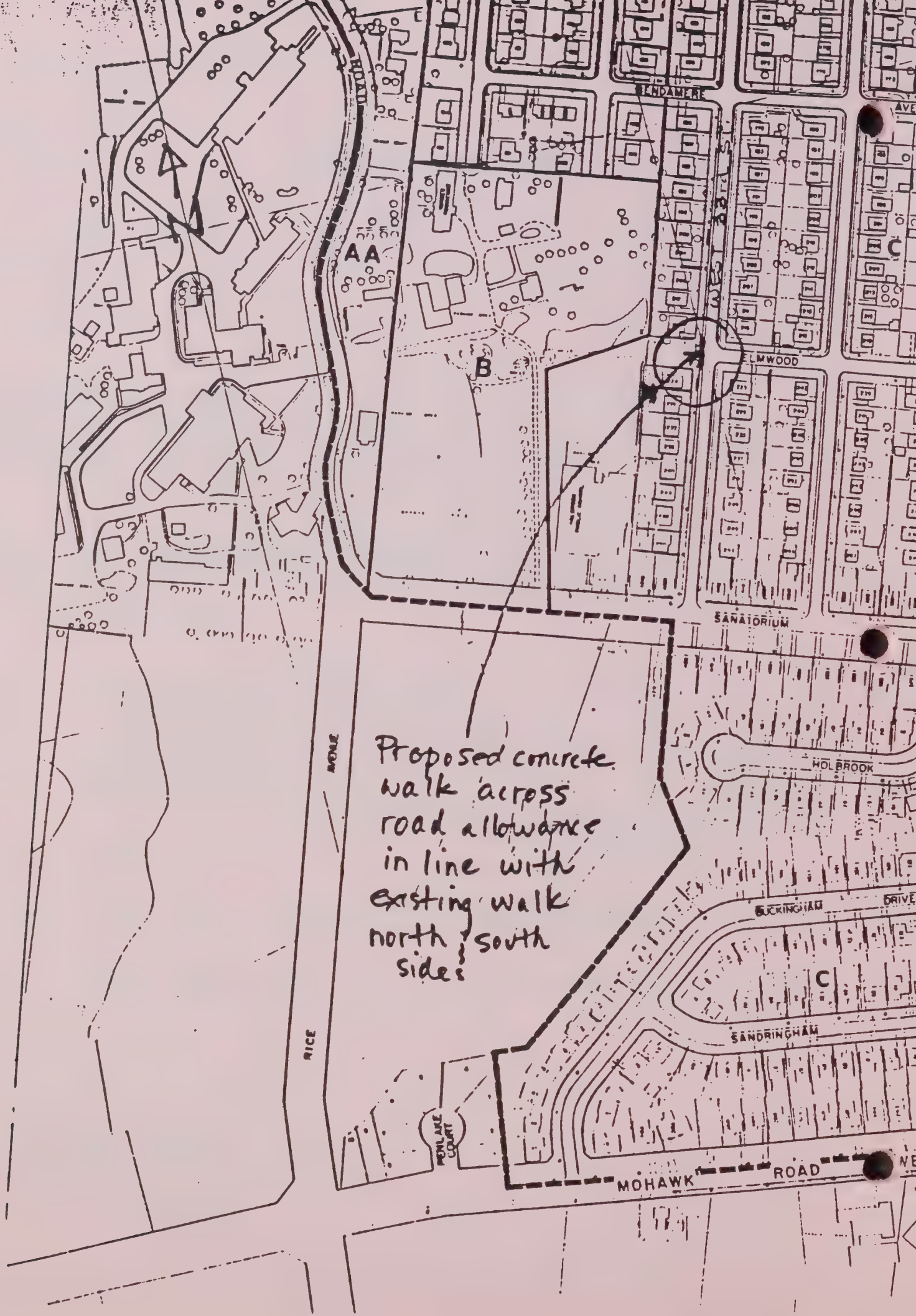
The construction of approximately 28m of sidewalk on the north side of South Bend Road East will complete the link between the existing sidewalk and the asphalt path between Holt Avenue and Upper Wentworth Street. Since both of these projects abut City lands there is no owner's share involved.

RPM:jh
Attch.

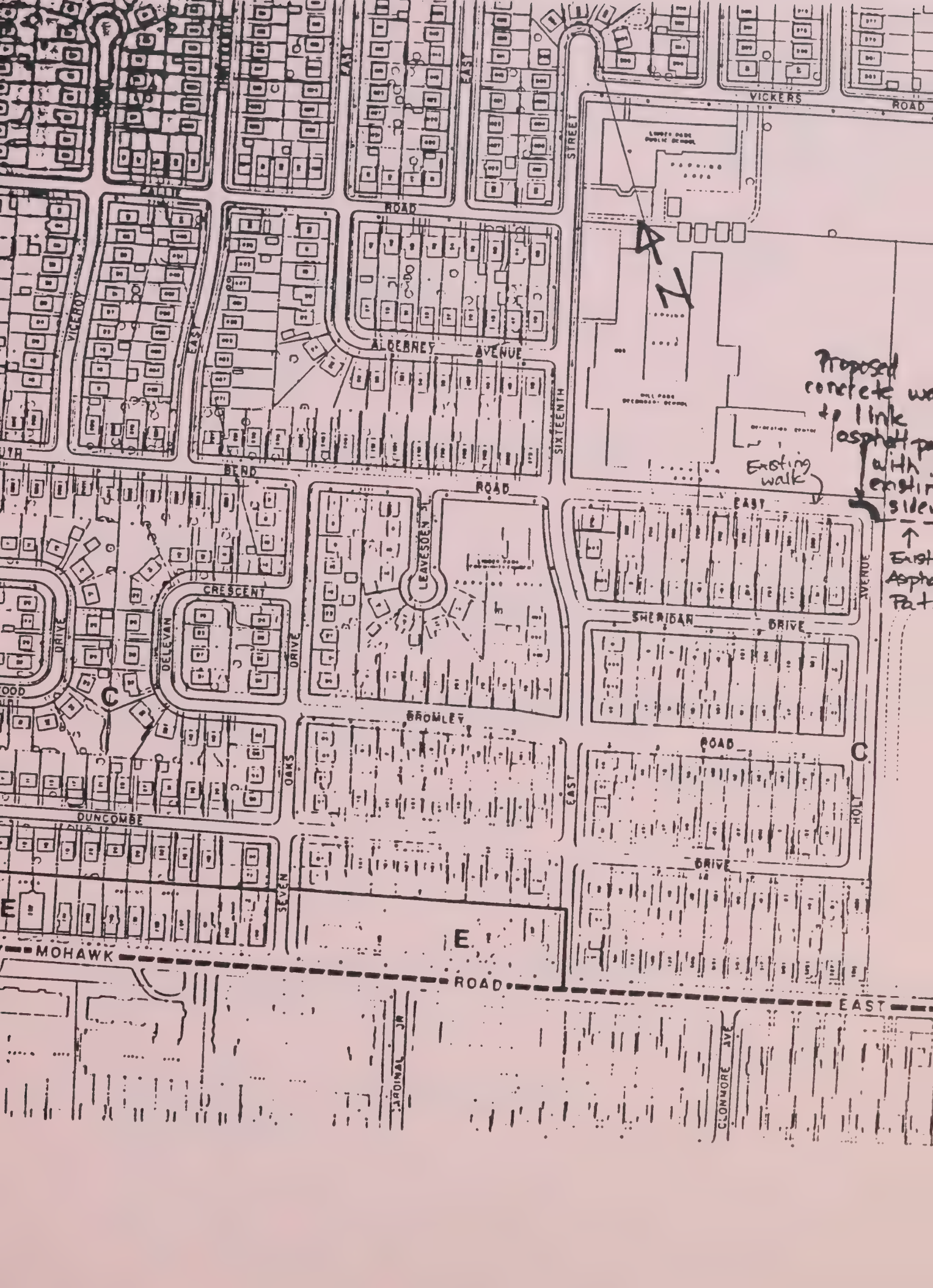
c.c. A. Ross, City Treasurer
Treasury Department
Att: N. Adhya, Manager of Budgets

c.c. G. Lawson, Commissioner
Finance Department

c.c. V. Abraham, Director
Local Planning



Proposed concrete
walk across
road allowance
in line with
existing walk
north south
sides



CITY OF HAMILTON
- RECOMMENDATION -

D(i)

DATE: 1992 May 27

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

MAY 29 1992

FROM: J.J. Schatz
City Clerk

SUBJECT: Philippine Independence Proclamation Ceremony

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Philippine Community to use the City Hall Council Chamber on Friday, 1992 June 12 from 4:00 - 5:00 p.m. for a Proclamation Ceremony to commemorate Philippine Independence Day.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

This is an annual event which has been held in the Council Chambers and is well attended by members of the Philippine Community and other Hamiltonians.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(ii)

DATE: 1992 June 10

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

JUN 12 1992

SUBJECT: McMaster Summer Drama Festival

RECOMMENDATION:

- (a) That permission be granted to the McMaster Summer Drama Festival to place a sandwich board on the forecourt of City Hall from 1992 July 01 - August 04 inclusive to publicize the Second Annual McMaster Summer Drama Festival.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

*S. P. Hollander for
J. J. Schatz*

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Staff costs in the approximate amount of \$100.00 for erecting and securing this sign will be taken from Account CH55222-10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

The Sandwich Board will be approximately 8 ft. x 4 ft. and will publicize the Second Annual McMaster Summer Drama Festival which will be held on campus from July 25 to August 02. It will be necessary for safety and security reasons for the board to be bolted into the concrete on the forecourt.

Finance and Administration Committee
Re: McMaster Summer Drama Festival

... 2

If approved, this sign will be on the forecourt during the same time as the sign publicizing the Boris Brott Summer Music Festival.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(iii)

DATE: 1992 June 1

JUN 1 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: United Way Barbecue

RECOMMENDATION:

That permission be granted to the United Way Committee of the Regional Municipality of Hamilton-Wentworth to use the City Hall forecourt on Wednesday, 1992 July 15 from 11:00 a.m. - 2:30 p.m. for the Region's Annual United Way Barbecue.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

This barbecue was held at City Hall in previous years and is part of the Annual United Way fundraising activity.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(iv)

DATE: 1992 June 5

JUN 5 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Victorian Order of Nurses - "Homecoming" Reception

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Victorian Order of Nurses to use Meeting Room 233 for a "Homecoming" Reception on 1992 June 15 from 2:00 - 4:00 p.m.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Since 1989, the VON Home sharing programme has been screening and matching residents of Hamilton-Wentworth in shared accommodation arrangements. The purpose of the reception is to celebrate the programme's success (by mid-June they will have made 100 Home Sharing matches in the region since the beginning of the programme) and to thank their clients, sponsors and volunteers for their active participation in the programme.

The Homecoming Reception will be held in conjunction with the proclamation of Home Sharing Awareness Week July 21-28. It is anticipated that between 30-40 people will be in attendance and the organization will be providing their own refreshments.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

D(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 5

JUN 8 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Women's Inter-Church Council World Day of Prayer

RECOMMENDATION:

- (a) That permission be granted to the Women's Inter-Church Council to use the Council Chamber and Room 219 for the World Day of Prayer Service on Friday, 1993 March 05 from 11:30 a.m. to 4:30 p.m.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The World Day of Prayer Service is an annual event organized by the Women's Inter-Church Council World Day of Prayer Committee. In the two previous years this event has been held in the evening due to unavailability of meeting rooms during the afternoon. However, the Women's Inter-Church Council has made their request well in advance of the date in order that the event may be held in the afternoon as they advise that many women do not venture out in the downtown area in the evenings.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(vi)

DATE: 1992 June 10

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUN 12 1992

FROM: J. J. Schatz
City Clerk

SUBJECT: Canadian Occupational Health & Safety Week

RECOMMENDATION:

- (a) That permission be granted to the Public Works Department to fly the Canadian Occupational Health & Safety Flag at City Hall from 1992 June 21 - 27 in recognition of Canadian Occupational Health & Safety Week.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

*S. J. Hollowell for
J. J. Schatz*

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The flying of the Canadian Occupational Health & Safety Flag at City Hall has been an annual event and is in recognition of Canadian Occupational Health & Safety Week.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(vii)

DATE: 1992 June 10

JUN 12 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Boris Brott Summer Music Festival

RECOMMENDATION:

- (a) That permission be granted to the Boris Brott Summer Music Festival to use the City Hall forecourt from 1992 July 10 - August 21 to publicize the Fifth Annual Boris Brott Summer Music Festival.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

*A. P. Hollowell for
J. J. Schatz*

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Staff costs in the approximate amount of \$75.00 for erecting and securing this sign will be taken from Account CH55222-10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

This will be the fifth year for the Boris Brott Summer Music Festival which will run from July 17 - August 21. The sign will be the same as was displayed on the forecourt last year with the exception of a few changes to make it more structurally sound. The sign is 8 feet high with a base of 4 feet and will be bolted directly into the concrete where the United Way Thermometer was anchored.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(viii)

DATE: 1992 June 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUN 15 1992

FROM: J. J. Schatz
City Clerk

SUBJECT: DAD'S Day Proclamation

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Hamilton Brantford Building and Construction Trades Council of Ontario to use the forecourt on Saturday, 1992 June 20 at 9:00 a.m. for a Proclamation Ceremony to commence the DAD's Day Campaign (Dollars Against Diabetes).
- (b) That the City Clerk be authorized to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs for Property Maintenance staff overtime associated with this event in the approximate amount of \$90.00 will be taken from Account CH55222-10034 - Use of City Facilities by Outside Groups.

Finance and Administration Committee
Re: DAD 's Day Proclamation Ceremony

... 2

BACKGROUND:

DAD 's Day is a coast to coast nationwide campaign always held on Father 's Day Week-End to raise "Dollars Against Diabetes". The Hamilton Brantford Building and Construction Trades Council of Ontario are proposing a Proclamation Ceremony to give the campaign a great start. Following the Proclamation Ceremony the volunteers would leave the City premises and go to their designated locations to collect money for Juvenile Diabetes Canada.

cc: Mayor 's Office
Mr. R. Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D(ix)

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Project Ploughshares

RECOMMENDATION:

- (a) That permission be granted to the Hamilton Chapter of Project Ploughshares to use the Council Chambers on Sunday, 1992 August 09 at 2:00 p.m. for the Annual Memorial Observance of the Destruction of Hiroshima and Nagasaki, Japan.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs for Property Maintenance staff overtime associated with this event in the approximate amount of \$120.00 will be taken from account CH55222-10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

The Memorial Observance of the Destruction of Hiroshima and Nagasaki, Japan in 1945 is an annual event organized by the Hamilton Chapter of Project Ploughshares. Approximately 50 people will attend this observance.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

D (x)

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Ontario Ministry of Health Public Hearings.

RECOMMENDATION:

- (a) That permission be granted to the Ontario Ministry of Health to use the Council Chambers on Wednesday, 1992 August 12 from 9:00 a.m. to 5:00 p.m., for the purpose of conducting public hearings on the Ontario Public Hospitals Act.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The public hearings are being conducted by the Ontario Ministry of Health and will be chaired by Paul Wessinger, M.P.P., Parliamentary Assistant to the Minister of Health.

c.c.- Mayor's Office

- Rob Swan, Manager, Property Maintenance Division
- Information Desk
- File

CITY OF HAMILTON
- RECOMMENDATION -

D(xi)

DATE: 1992 June 19

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Use of City Hall - Social Planning & Research Council -
Settlement and Integration Services Advisory Committee

RECOMMENDATION:

That approval be given to the action of the City Clerk in authorizing the use of Room 233 on Saturday, 1992 June 27th from 10:30 a.m. - 12:30 noon and on Tuesday, 1992 June 30th from 2:00 - 4:00 p.m. by the Social Planning and Research Council - Settlement and Integration Services Advisory Committee.

*A. E. Hollowell for
J. J. Schatz*

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs for Property Maintenance staff overtime associated with this event in the approximate amount of \$120.00 will be taken from Account CH55222-10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

The SPRC Settlement and Integration Services Advisory Committee are representative of several culturally and racially diverse immigrant communities within the Hamilton area. The mandate of this Committee is to develop and implement an "agency" to deliver settlement and integration services to immigrant communities in Hamilton. This initiative is in direct response to the community - based needs assessment (1991/1992) conducted under the auspices of the Social Planning and Research Council of Hamilton and District.

On 1992 June 27th and 30th, the Committee will be holding an Open House event to provide an opportunity for the Committee to share its vision and receive input from participants.

c.c.- Mayor's Office

- Rob Swan, Manager, Property Maintenance Division
- Information Desk
- File

CITY OF HAMILTON
- RECOMMENDATION -

E.

JUN 18 1992

DATE: 1992 June 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-034-092)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to June 17, 1992 be approved.



J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Albert Agostinelli	Captain	Fire	Retired	30 years, 8 months	30/06/92
Mr. William Aitken	Firefighter I	Fire	Retired	35 years, 11 months	30/06/92
Mr. Charles Bailey	Foreman II	Public Works	Retired	35 years, 10 months	29/05/92
Mr. Douglas Barbour	Firefighter I	Fire	Retired	32 years, 6 months	30/06/92
Mr. Fred Barker	Garbage Worker	Public Works	Resigned	14 years, 10 months	15/05/92
Mr. John Burjaw	Firefighter I	Fire	Retired	32 years, 11 months	30/06/92
Mr. Lawrence Choppick	Probationary Fire Inspector	Fire	Retired	30 years, 3 months	30/06/92
Mr. Larry Cooper	Captain	Fire	Retired	32 years, 11 months	30/06/92
Mr. George Cort	Firefighter I	Fire	Retired	30 years, 10 months	30/06/92
Mr. Bryan Cripps	Publicity Assistant	H.E.C.F.I.	Terminated	11 years	21/05/91
Mr. Orville Flear	Firefighter I	Fire	Retired	31 years, 11 months	30/06/92
Mr. Earl Grice	Firefighter I	Fire	Retired	30 years, 8 months	30/06/92
Mr. Derek Guiney	Lieutenant	Fire	Retired	30 years, 3 months	30/06/92

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. William Harris	Firefighter I	Fire	Retired	34 years	30/06/92
Mr. R. James Hill	Firefighter I	Fire	Retired	32 years, 3 months	30/06/92
sMr. William Killaly	Firefighter I	Fire	Retired	31 years, 2 months	30/06/92
Mr. Craig Lofthouse	Breath Application Technician	Fire	Retired	34 years, 2 months	30/06/92
Mr. Michael Lynch	Firefighter I	Fire	Retired	30 years, 10 months	30/06/92
Mr. David Sharkey	Firefighter I	Fire	Retired	32 years, 6 months	30/06/92
Mr. Sam Tallo	Firefighter I	Fire	Retired	33 yeras, 8 months	30/06/92
Mr. John Tosic	Sports Groundskeeper II	Public Works	Resigned	6 years, 1 months	22/05/92
Mr. Clark Wood	Firefighter I	Fire	Retired	31 yeras, 10 months	30/06/92
Mr. Larry Wootton	Lieutenant	Fire	Retired	30 years, 9 months	30/06/92

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Carol Alkema	Junior Payroll Clerk (10-F)	Treasury	Replacing Ms. D. Marsh - promoted	\$28,739.36 to \$31,238.48	08/06/92
Mr. Paul Baker	Traffic Servicemen/ Woman I (11-E)	Traffic	Replacing Mr. R. MacAulay - promoted	\$28,362.88 to \$31,493.28	04/05/92
Mr. Ronald Boucher	Foreman/Woman III (13-C)	Public Works	Replacing Mr. J. Bovaird - promoted	\$34,876.40 to \$40,053.00	25/05/92
Mr. John Bovaird	Foreman/Woman II (12-C)	Public Works	Replacing Mr. A. Marshall - promoted	\$36,303.80 to \$43,354.48	25/05/92
Mr. Alexander Chowchun	Forester II (D-18)	Public Works	Replacing Mr. J. Virgulti - retired	\$34,717.28	03/06/92
Ms. Lynda Everets	Traffic Checker (8-A)	Traffic	Replacing Mr. M. Beauchamp - deceased	\$27,619.28 to \$30,363.84	01/06/92
Mr. Robert Gatto	Foreman/Woman III (13-C)	Public Works	Replacing Mr. B. Duckworth - lateral move	\$34,876.40 to \$40,053.00	15/06/92
Ms. Nancy Greenwood	Junior Accounts Payable Clerk (6)	Treasury	Replacing Ms. S. Lewis - promoted	\$24,413.48 to \$26,535.60	29/05/92

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Garry Flynn	Traffic Serviceman/ Woman (11-E)	Traffic	Replacing Mr. J. Cosentino - promoted	\$28,362.88 to \$31,493.28	04/05/92
Ms. John Green	Gardener II (D-14A)	Public Works	Replacing Mr. A. Chowchun - promoted	\$33,660.64	04/05/92
Ms. Susan Lewis	Receipts Clerk I (13)	Treasury	Replacing Ms. A. Pirkas - promoted	\$30,594.20 to \$34,765.64	28/04/92
Ms. Deborah Marsh	Receipts Clerk III (11)	Treasury	Replacing Ms. A. Apkarian - promoted	\$29,882.52 to \$32,414.20	26/05/92
Mr. Manuel Raposo	Asphalt Raker (D-11)	Public Works	Replacing Mr. M. Korotash - resigned	\$33,292.48	11/05/92
Ms. Patti Sargent	Console Operator (16-H)	Information Systems	Replacing Mr. A. Hardy - promoted	\$32,621.68 to \$38,767.56	11/05/92
Mr. Karl Rimand	Gardener II (D-14A)	Public Works	Replacing Mr. A. Sloggett - terminated	\$33,980.96	16/04/92
Ms. Marcia Utter	Gardener II (D-14A)	Public Works	Replacing Mr. R. Gadawski - promoted	\$33,660.64	25/05/92

Prepared 17/06/92

CITY OF HAMILTON
- RECOMMENDATION -

F.

DATE: 1992 May 25

MAY 26 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Hamilton Farmers' Market Sub-Committee Terms
of Reference

RECOMMENDATION:

That the following constitute the Terms of Reference for the Hamilton Farmers' Market Sub-Committee:

1. To maintain and increase the importance of the Hamilton Farmers' Market with local community, visitors, tourists and stallholders, as an integral part of the downtown core.
2. To study, develop and make recommendations to maximize the potential viability and flow of goods and services.
3. To liaise between stallholders and the City of Hamilton on matters relating to Market Operations and the Current Operating Budget.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Hamilton Farmers ' Market Sub-Committee recently became aware that no official Terms of Reference existed for the Sub-Committee.

The Market Manager was therefore directed to draft Terms of Reference and these were discussed and amended by the Farmers ' Market Sub-Committee at their meeting of 1992 April 06 and are being forwarded to the Finance and Administration Committee with the foregoing recommendation.

cc: Alderman D. Agostino, Chairperson
Hamilton Farmers ' Market Sub-Committee

Stephanie Miller, Market Manager

File

G.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 3

JUN 5 1992

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Sale of Lands Acquired Through
Tax Arrears - Rear of 159 East 34th Street
(743 Brucedale Avenue East) - Thomas and
Joan Russell

RECOMMENDATION:

- a) That an Offer to Purchase by the City, duly executed by Thomas and Joan Russell on May 20, 1992 and scheduled for closing on or before August 5, 1992, for a portion of City owned property, composed of part of Parcel F, Plan 561, being more particularly described as having a length of 12.8 metres (42.1 feet) more or less, by a width of 12.9 metres (42.3 feet) more or less, being directly behind Lot 424 and part of Lot 423, Plan 561, known municipally as 159 East 34th Street, be approved and completed and the funds derived from this sale of \$1.00 be credited to Account Number CH 4X501 00102 (Sale of Land - Reserve for Property Purchases).
- b) That the Mayor and City Clerk be authorized and directed to execute the necessary documents.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

The subject property was acquired by the City in June of 1988 through the Municipal Tax Arrears procedure. Subsequently, on October 25, 1988, City Council adopted Item 4 of the 15th Report of the Finance and Administration Committee authorizing the Property Department to dispose of this property as surplus if not required for municipal purposes.

As the subject property is land locked, the abutting property owners were the only logical purchasers of the property. However, a circularization of these owners received no interest in purchasing the City's land at that time.

Consequently, the City has been maintaining the property, gaining access via the rear yard of 159 East 34th Street. The owner has recently requested the opportunity to purchase the subject property for \$1.00 as he no longer wishes to continue to allow the City access over this property.

As it would be difficult for the City to procure an alternative access way to continue to maintain the subject property and the on going costs of maintenance, we respectfully recommend the sale of the tax arrear property to Mr. Russell for \$1.00.

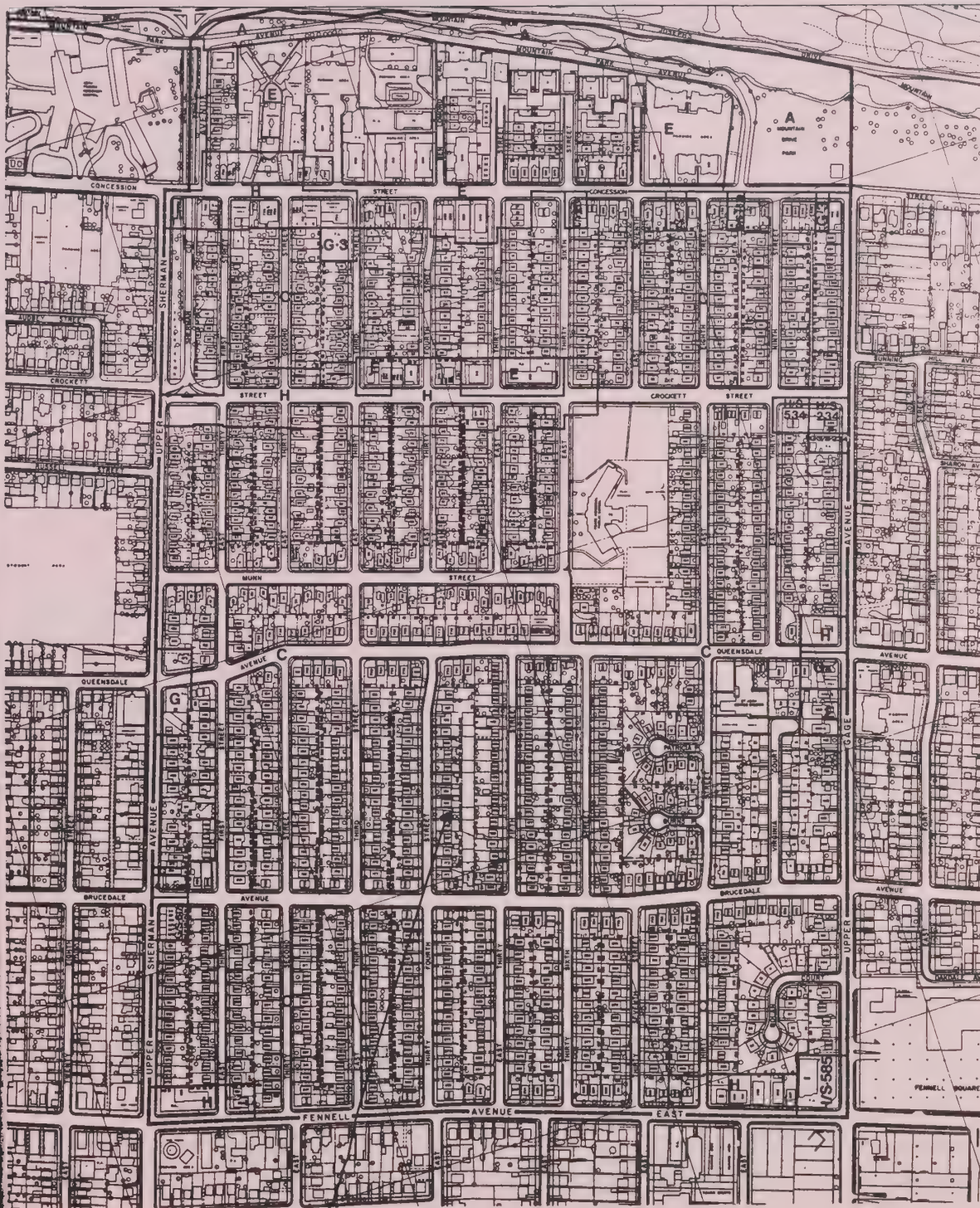
Attach.

c.c. P. Noé Johnson, City Solicitor

A. Ross, Treasurer

L. MacNeil, Property Clerk, Surveys

John van der Mark, Director, Special Projects Office, Roads Department



SUBJECT PROPERTY

124	12	37
42	111	128
18	88	61

This is not a Legal Document
For Zoning Verification Please
Contact City Building Department.

CITY OF HAMILTON

RALEIGH
ZONING

Neighbourhood Boundary

4a.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 05

JUN 15 1992

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Former West Avenue School

RECOMMENDATION:

- 1) That a Lease be entered into between The Corporation of the City of Hamilton as Landlord, and The Social Planning and Research Council of Hamilton and District (S.P.R.C.) as tenant, in a form satisfactory to the City Solicitor, for the premises known as 255 West Avenue North (formerly West Avenue School) on the following terms and conditions, subject to ratification by The Board of Directors of the Social Planning and Research Council.
 - (a) a five (5) year, three (3) month term, commencing August 1, 1992 and terminating on October 31, 1997;
 - (b) a rental payment of \$40,000 per annum, (gross) or \$3,333.33 per month, commencing the earlier of November 1, 1992, or thirty (30) days after renovations are completed, and ending October 31, 1994; escalating to \$42,000 per annum (gross) or \$3,500 per month for the period November 1, 1994 to October 31, 1995; \$43,000 per annum (gross) or \$3,583.33 per month for the period November 1, 1995 to October 31, 1996; and \$44,000 per annum (gross) or \$3,666.67 per month for the period November 1, 1996 to October 31, 1997;
 - (c) the tenant shall have the right to renew the lease for a further five (5) year period, with the rate and terms to be mutually agreed upon, six (6) months prior to the expiry of the lease;

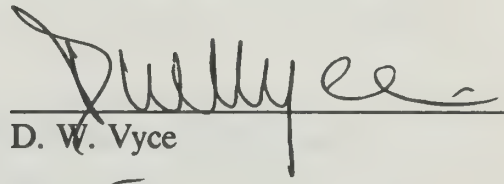
- (d) the rental payments made by the S.P.R.C. to the City shall include all charges for heating fuel, electricity, water and sewer charges, realty taxes and building insurance;
- (e) the tenant (S.P.R.C.) shall be responsible for the payment to the City of any increase in the annual operating costs of the building referred to in (d) above, which are in excess of the base year operating costs (November 1, 1992 - October 31, 1993);
- (f) the tenant shall be responsible for the payment of business taxes if any and all telephone charges;
- (g) the demised premises shall only be used for the purpose of office space and for the purpose of establishing a Self Help Centre;
- (h) the tenant shall not assign or sublet the demised premises without the approval of the Landlord which maybe arbitrarily withheld. The Lessee may, without the approval of the City, sublease for a term not exceeding the term of this lease, the use of classroom/gymnasium space to Self Help Group Associations and other public/social/charitable agencies, on a semi-permanent or periodic basis.
- (i) the tenant shall be responsible for undertaking and paying for its own tenants improvements to the space. Renovation plans shall be provided to the City for it's approval prior to any work being undertaken. Approval shall not be unreasonably withheld. All such improvements shall vest in the City without compensation to the tenant on expiry or termination of the Lease.
- (j) the City shall be responsible for major structural improvements to the building which includes the outer walls, the roof, main electrical service with the exception of electrical upgrades necessitated by the tenant's occupancy, and the heating plant.
- (k) the tenant shall maintain its own comprehensive general liability insurance for the protection of the City in an amount satisfactory to the City;
- (l) snow removal from the parking lot and abutting sidewalks and grass cutting and weed control shall be the responsibility of the tenant;

1992 June 05

Finance and Administration Committee

Page 3

- (m) notwithstanding the Lease includes the use of the parking lot adjacent to the building, the tenant agrees that eight (8) spaces may be allocated to neighbourhood residents for parking purposes on a permit basis by the City;
- 2) That the Mayor and City Clerk be authorized to execute the Lease with the Social Planning and Research Council for the use of 255 West Avenue School in a form satisfactory to the City Solicitor.
- 3) That the City Solicitor be authorized to submit the City's application to the Ontario Municipal Board, for approval to assume the City's financial expenses as Landlord, and that the proposed Lease not commence until this approval is received.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

On January 14, 1992, in adopting the recommendation of the Finance and Administration Committee, City Council approved of the following resolution:

- 1. That the former West Avenue School property be made available for occupancy by The Social Planning and Research Council and the Self Help Centre;
- 2. That the Director of Property be authorized to continue negotiating an agreement with the S.P.R.C. and the Self Help Centre, governing their proposed occupancy and covering such issues as term, rental payments, operating cost responsibility, and capital improvement responsibility.

Since that time, we have met on a number of occasions with Mr. Mike Pennock, Executive Director of The Social Planning and Research Council of Hamilton and District to discuss this part of the Council resolution.

1992 June 05

Finance and Administration Committee

Page 4

I am pleased to advise you that we have come to an agreement which we, as your staff advisors, are prepared to recommend for acceptance, and one which is acceptable to the proposed occupant, The Social Planning and Research Council. The terms and conditions of the Agreement are recited in the Recommendation portion of this report.

With respect to this occupancy, it is important for Council to note that the rental payments of \$40,000 (and escalating slightly upwards in future years) will not cover the City's operating costs for this building, and therefore, the Ontario Municipal Board approval is required by the City. The Property Department's Current Budget for 1992 provides for operating costs of the building of \$69,520. This includes a payment of realty taxes in the amount of \$30,170 for the property becomes a taxable entity once occupied by a tenant.

In evaluating the amount of rent to be paid under this lease, we believe Council should consider three issues:

- 1) The rent proposed is in excess of the rent paid by Theatre Aquarius during its occupancy. In the first year the Theatre paid the City \$32,000 per annum, and in the third year when it vacated the building, the Theatre paid the City \$35,500;
- 2) During 1991 City Council decided by resolution, to save the building from demolition as originally contemplated and to make the building available for non-profit, social, charitable, and community service organizations. While rental payments are important, inherent in the decision to make space available to such non-profit, charitable and social agencies, is the inability of many groups to pay rent or a limited amount of rent. We believe the City is fortunate in this case to receive \$40,000 in rent and still achieve its goal of establishing a Self Help Centre and saving the building. This is only made possible by The Social Planning and Research Council agreeing to move its headquarters from James Street South to this location.

In our opinion, the rental payments we are recommending are fair and reasonable to both parties and meets the main objectives of the City.

Renovations Proposed

Our negotiations also focused on renovations planned for the building by the tenant. These plans had a major impact on the overall decision making process from our point of view. While we have not been presented with any detailed plans for the building, currently, Mr. Pennock advises us that local architect, Mr. Anthony Butler, has been providing them

1992 June 05

Finance and Administration Committee

Page 5

architectural expertise and addressed the tenant improvements required to ready the building for occupancy. The S.P.R.C. plan to make an almost immediate expenditure in tenant's improvements in the sum of \$160,000, which includes electrical and mechanical upgrades to the building, a general refurbishing, decorating and painting, partitioning, central air conditioning for the S.P.R.C. office space, and the creation of two to three additional washroom facilities. A second phase upgrade program is also contemplated, which includes the installation of an elevator.

As you can see, the renovations planned are substantial and will only go to enhance our building. I am informed by Mr. Pennock that sources of funding for the project are in place. Mr. Pennock will be available at the Committee meeting to address this issue in detail if you require further information in this regard.

Summary

In conclusion, we firmly believe the Agreement we are recommending for acceptance to be fair and reasonable under the circumstances. I do not believe for one moment it was ever contemplated that it would be possible to achieve a true market rent. This would only be possible from a commercial type of tenant. The City through lease to the S.P.R.C. has achieved not only its goal of saving the building from demolition, but also creating a Self Help Centre for the residents of Hamilton. The Centre will provide assistance to those requiring same encompassing a wide variety of personal and/or social problems. These services represent an alternative and complement to existing agency-based services. Self Help Groups are more economical in providing a service; Governments cannot afford to provide all services.

The Agreement discussed herein is as a result of negotiations at a staff level. The Finance and Administration Committee should be aware that the Agreement must also be endorsed by the Board of Directors of The Social Planning and Research Council. Assuming City Council approves of the Lease Agreement, Mr. Pennock will present the matter to his Board, forthwith.

c.c. Alderman G. Copps, Alderman, Ward 4
P. Noé Johnson, City Solicitor
A. Ross, Treasurer
R. Swan, Manager, Building Operations & Maintenance
K. Nutley, Senior Property Officer, Real Estate Division
N. Chapple, Architectural Historian, Planning Department

4b.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 18

JUN 18 1992

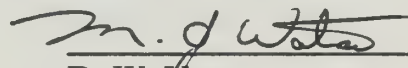
REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Commonwealth Plaza Lighting

RECOMMENDATION:

That authorization be given to the Property Department, Building Operations & Maintenance Division, to install a sufficient number of light fixtures, affixed to Hamilton Place, Convention Centre, and the Art Gallery, in order to illuminate Commonwealth Plaza and subsequently remove and discontinue the use of the ornamental "globe lights".


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The lighting retrofit is estimated at approximately \$10,000 and will be funded from the 1992 Operating Budget, account number CH 57314 31130.

It is anticipated that approximately \$10,000 per year currently being spent on maintenance, (most of which is attributed to vandalism) will be avoided.

In addition, because overall energy efficiency will improve, the retrofit is eligible for a financial incentive from Ontario Hydro in the amount of \$500/kilowatt saved, or 50% of the retrofit cost, which ever is the lesser amount.

BACKGROUND:

The ornamental "globe lights" on Commonwealth Plaza have become the target of an ever increasing rash of vandalism. Consequently, the magnitude of the annual maintenance costs prompted a study of alternative lighting sources.

Due to the number of fixtures that are inoperative at any given time, lighting levels are far below that which would provide adequate lighting for safe passage across the plaza.

It is not our intention to remove the wooden pressure treated standards upon which the lights sit. Therefore, the integrity of the architectural design is maintained and subsequently the "ornamental" appearance.

The existing lighting services will be safely capped off, which will free up circuits for additional convenience outlets to be added where required, in order to serve functions held on the Plaza.

Proceeding with this proposed retrofit should provide a compromise between aesthetics, practicality and safety.

c.c. R. Desnoyers, Assistant Manager, Building Operations & Maintenance Division
R. Martiniuk, Manager, Architectural Division

(2180)

CITY OF HAMILTON
- RECOMMENDATION -

4c.

DATE: 1992 June 17

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee


JUN 18 1992

FROM: D. W. Vyce
Director of Property

SUBJECT: Co-generation - Feasibility Study

RECOMMENDATION:

That approval be given to request proposals to study the feasibility of installing a natural gas cogeneration engine at the Central Utilities Plant at an estimated cost of \$25,000. The feasibility study may qualify for a financial incentive, up to 50% of the study cost, from the Ministry of Energy.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The study will be financed from the current budget and any incentive received from the Ministry of Energy to be credited back to the same account.

BACKGROUND:

The use of natural gas fired turbines to drive electric generators is used extensively in the United States and is gaining recognition in Canada as a viable alternative in order to reduce electric energy costs. With local hydro rates expected to increase by 40% in the next three years, a cogeneration installation may be practical for the Central Utilities Plant which distributed more than \$1,525,000 of electricity in 1991.

1992 June 17

Finance and Administration Committee

Page 2

The cogeneration process utilizes natural gas as the fuel for a small turbine which drives an appropriately sized generator. We can therefore displace some of the existing electrical purchases from Hamilton Hydro with energy generated by lower cost natural gas.

Waste heat from the engine exhaust is transferred to building heat and domestic hot water via heat exchangers. Some of this waste heat can also be converted to cooling during the summer months through the use of an absorption chiller. The use of an absorption chiller is an attractive method of replacing some of the existing air conditioning chilling equipment which relies on the use of CFC's as the refrigerant. The manufacturing of ozone depleting CFC refrigerants will cease in 1996, causing us to seek out alternatives.

The use of natural gas driven generators is a time tested proven concept which appears to be worth exploring further.

c.c. J. G. Pavelka, P.Eng., Chief Administrative Officer
R. Desnoyers, Assistant Manager, Building Operations & Maintenance Division

(2180)

CITY OF HAMILTON
- RECOMMENDATION -

5.

DATE: 1992 June 19

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

J. G. Hindson, P. Eng., Director
Information Systems Department

T. Bradley, Manager
Purchasing

SUBJECT: City of Hamilton Data Centre Renovations
Construction Contract.


RECOMMENDATION:

- a) That the withdrawal of the low bidder, Finspan Construction Limited, 1015 Matheson Blvd., Unit #5, Mississauga, Ontario be accepted. The lump sum price was quoted as \$258,000.00 (Two hundred and fifty eight thousand dollars).
- b) That the bid bond from Finspan Construction Limited be referred to the City Solicitor.
- c) That a purchase order be issued to Memphis-Kendall Builders Inc., 1179-A King Street West, Studio 309, Toronto, Ontario, in the amount of \$355,654.00 (Three hundred and fifty five thousand six hundred and fifty four dollars) for the Data Centre renovations at Hamilton City Hall.

This amount includes the estimated amount of \$22,654.00 (Twenty two thousand six hundred and fifty four dollars) for G.S.T.

- d) That approval be given to enter into a contract, satisfactory to the City Solicitor, with Memphis-Kendall Builders Inc., 1179-A King Street West, Studio 309, Toronto, Ontario, for the Data Centre renovations at Hamilton City Hall. The contract amount will be \$355,654.00 (lowest of remaining 11 bidders acceptable).
- e) That the Mayor and the City Clerk execute the contract on behalf of the City.


D. W. Vyce, Director of Property


J. Hindson, P. Eng., Director of Information Systems


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A:	Total Approved Project Budget	\$567,000.00
B:	Expenses	
1.	Construction tender	\$355,654.00
2.	Permit, city costs and other related costs.	\$ 43,000.00

BACKGROUND:

1. **TENDER ANALYSIS**

NO.	BIDDER	TOTAL AMOUNT
1.	Finspan Construction Limited, Mississauga	\$258,000.00
2.	Memphis-Kendall Builders Inc., Toronto	\$355,654.00
3.	Beatty-Hall Construction Co. Ltd., Hamilton	\$377,414.00
4.	G. S. Wark Limited, Hamilton	\$379,000.00
5.	James Kemp Construction Limited Hamilton	\$395,900.00
6.	T. R. Hinan Contractors Inc., Fonthill	\$399,500.00
7.	713526 Ontario Ltd., Concord	\$405,789.00
8.	Gregmen Construction Ltd., Mississauga	\$413,020.00
9.	The Frid Construction Company, Limited, Hamilton	\$414,000.00
10.	Robertson-Yates Corporation Limited, Hamilton	\$420,300.00
11.	Bestco Construction Corp., Hamilton	\$434,513.00
12.	Ainsworth Electric Co. Limited, Toronto	\$470,158.00
13.	525440 Ontario Limited 0/0 Ener-Save Construction	\$565,000.00

- .1 The low bidder, Finspan Construction Limited, withdrew their bid after the tenders closed. Their letters attached as Appendix 'A', are dated June 8, June 15, 1992. It is not recommended to force the low bidder to proceed with the contract. Since this company substantially underbid the project, it is felt they cannot do an adequate job with such a large difference in pricing.
- .2 There remain only 11 acceptable bidders. Beatty-Hall Construction Co., Ltd. did not submit an "Agreement to Bond", as mandated by the tender documents

6.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 June 19

REPORT TO: Mrs. S. Reeder
Secretary, Finance and Administration Committee

FROM: Mr. S. J. Dembe
Manager, Licence Division

SUBJECT: Street Vendors/Transient Traders

BACKGROUND:

At the Finance and Administrative Committee meeting held May 21, 1992, the Committee directed that a Draft Bill be prepared which would ban Street Vendors from the City of Hamilton's streets.

The Law Department has advised that licensing powers do not allow a City to prohibit business. No municipality contacted prohibits Transient Traders. In fact, all these municipalities license Transient Traders in much the same way as Hamilton.

The City Clerk's Department will be preparing a report which will be forwarded to the Committee for its meeting to held on July 23, 1992.

This report will recommend amendments to the Transient Traders By-law, which will hopefully address the problem.

A handwritten signature in black ink, appearing to be a stylized 'H' or 'J' followed by a horizontal line.

7.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 June 16

JUN 16 1992

REPORT TO: Susan K Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: Lax Expropriation Costs

BACKGROUND: The property known as the Lax lands, containing 69.22 acres, was expropriated by the City for Parks purposes on May 11, 1984. The City took possession of the property November 30, 1984, at which time compensation proceedings commenced.

City Council, at its meeting December 21, 1990, approved the compensation for the Lax property in the amount of \$2,800,000 **exclusive of costs**.

September 13, 1991, the solicitors for the Lax Brothers presented their claim for legal costs in the amount of **\$496,962.36** to the tax assessment officer.

The Deputy Registrar approved costs in the amount of **\$475,130.91** on January 21, 1992. The City filed its notice of objection to the Assessment on January 30, 1992. The assessment was affirmed with minor reductions, in the amount of **\$468,865.11** and Certificate of Assessment issued on February 28, 1992.

Council at its meeting in February 1992 instructed Counsel to file a Notice of Appeal pursuant to s. 103(4) of the Courts of Justice Act, 1984.

Council at its meeting March 31, 1992, authorized release of partial payment in the amount **\$191,202.66** as representative of reasonable legal costs in the expropriation.

DISCUSSION: The appeal was heard in Toronto on May 20, 1992. The decision of Mr. Justice Ground was released on June 10, 1992.

The decision of Mr. Justice Ground reduced the previous award to **\$257,639.72**. Of this amount the City has already paid **\$191,202.66** to the Lax Brothers' solicitors in trust on April 9, 1992. The unpaid balance, subject to appeal, payable to Samuel and Sheridan Lax is **\$66,437.06** plus interest accrued since the assessment officer's final certificate (February 28, 1992).

The decision supported the City's position on two major issues.

(1) fee for an appraisal which was never used in the determination of compensation (**\$33,317.51**); and (2) disallowance of interest charges by the bank on money borrowed by way of line of credit to fund the expenses of the proceedings in the amount of **\$157,937.88**. The decision of the Court did not, however, support the City's claim that the legal fees/hours charged were unreasonable within the meaning of the Expropriation Act (**\$159,662.69**).



8a.

May 22nd, 1992

MEMO TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Mayor Robert Morrow

SUBJECT: 1992 CANADA CUP OF WRESTLING
AND CIVIC BANQUET

RECOMMENDATION: That the City of Hamilton pay one-third of the cost of hosting the banquet for the 1992 Canada Cup of Wrestling and Olympic Team at the Hamilton Convention Centre on July 1st, 1992. That one third of the cost would equal \$3,000 and that this be charged to the Special Civic Reception Hosting Account No. CH55314-84010. (Private sponsors will pay the remaining two-thirds)

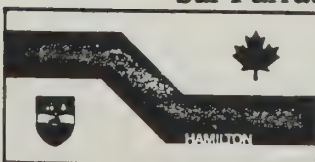
BACKGROUND

As per the attached letter of May 4th, 1992 from Richard Munro & Associates Inc., I have met Mr. Richard Munro, President of Richard Munro & Associates Inc., Mr. Mike Payette, Chairman of 1992 Canada Cup and Ms. Toni Stokes, CAWA Executive Director, and civic staff to encourage bringing this major international event to Hamilton for the first time on June 29th, 30th and July 1st, 1992. It is anticipated that this become an annual and much larger event in future years. I anticipate financial/economic impact for the 1992 event will be in excess of \$300,000 and would draw approximately 250 competitors and coaching staff, and an audience of 1,500. Also attached is the agenda for the 1992 Canada Cup of Wrestling.

RMM/DC/pb.

Attach. **R**

cc: Ald. Ross, Chairman, Finance and Administration Committee
Allan Ross, City Treasurer
Joe Pavelka, Acting Chief Administrative Officer
Dennis Carson, Executive Assistant to the Mayor
Sal Farrauto, Hospitality Programming & Sales Manager, H.C.C.



May 07, 92 14:10

F.I.

RICHARD MUNRO & ASSOCIATES INC

May 4, 1992

Mayor Robert M. Morrow
City of Hamilton
City Hall, 71 Main Street
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow:

As Marketing Manager for the 1992 Canada Cup of Wrestling, we would like to seek the City of Hamilton's support for this major international competition, which will be held from June 29th to July 1st in your City.

This will be the 13th edition of the event and we are anticipating the participation of up to ten countries, including the USA, Russia, Cuba, Japan, Australia and Great Britain. Our preliminary events will be held at McMaster, with our final two competition sessions, including the Finals, in the Ballroom at the Hamilton Convention Centre. Our desire in having the Finals at the Convention Centre is to create an exciting promotional atmosphere and to profile our event within the Canada 125 celebrations. In addition, this event will be the last major competition for our Olympic Team prior to the Barcelona Games. Accordingly, we are also planning a post-event Banquet at the Convention Centre to honor our Olympic Team, which includes two local Hamilton athletes.

Our specific request is that the City of Hamilton consider waiving the rental fee for the Convention Centre and also serve as host sponsor for the Olympic Team Banquet/Reception. We anticipate that the number of Banquet attendees will be approximately 250 persons.

I would like to stress that it is our intention to build this event into a huge success within your community. In fact, our wish is to stage the Finals of future events within the theatre at Hamilton Place. We estimate that the financial/economic impact of the 1992 event is in excess of \$ 300,000 for the City.

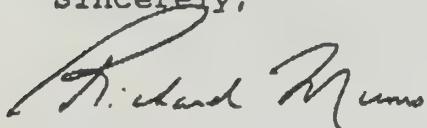
In order to discuss this proposal further, I would like to arrange a meeting for myself and Toni Stokes, the Executive Director of the Canadian Amateur Wrestling Association, to meet with you on Thursday, May 21. I will call your office within the next few days

- 2 -

in order to see if we can arrange a convenient time within your schedule.

My advance thanks for your consideration. We are looking forward to working with you and your colleagues towards a highly successful 1992 Canada Cup. As a result of meetings that I held last week in Hamilton, I am copying the appropriate parties.

Sincerely,

A handwritten signature in dark ink, appearing to read "Richard Munro". The signature is fluid and cursive, with the first name "Richard" and last name "Munro" clearly distinguishable.

Richard Munro
President

cc. Bob Sugden (Culture & Recreation)
Joseph Fardell (Economic Development Dept)
Vincent Guglielmo (Convention Centre)
Toni Stokes (CAWA Executive Director)
Mike Payette (Chairman - 1992 Canada Cup)

1992 CANADA CUP
HAMILTON, ONTARIO
JUNE 29 - JULY 1, 1992

EVENT DESCRIPTION: This international wrestling competition will be the 13th edition of this highly acclaimed event. In 1992, the event will serve as a final preparation for Canada's national team prior to departing for the Barcelona Olympic Games.

**COUNTRIES EXPECTED
TO PARTICIPATE:**

✓ CANADA
✓ JAPAN
GEORGIA
SWITZERLAND

✓ CUBA
✓ AUSTRALIA
✓ GREAT BRITAIN

✓ USA
FRANCE
CZECHOSLOVAKIA

SCHEDULE:

Monday, June 29:	F.I.L.A. Clinics Weight Control - Athletes Reception - Team Officials
Tuesday, June 30:	10:00 - 12:00 Session I Competition 14:00 - 16:30 Session II Competition
Wednesday, July 1:	10:00 - 12:00 Session IV Competition Semi-Finals 15:00 - 17:00 FINALS & AWARDS 18:30 - 19:00 Reception for Canada's Olympic Team 19:15 - 21:30 Banquet

**MARKETING SPONSOR
& CONTRIBUTOR
OPPORTUNITIES:**

Opportunities exist for companies and individuals to support this event, as well as Canada's National Team members through the "Quest for Gold" program. Your contribution will be appreciated and acknowledged appropriately.

CANADIAN AMATEUR WRESTLING ASSOCIATION

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: D. Carson
Executive Assistant to the Mayor
Mayor's Office

YOUR FILE:

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee
City Clerk's Department

OUR FILE:
PHONE:

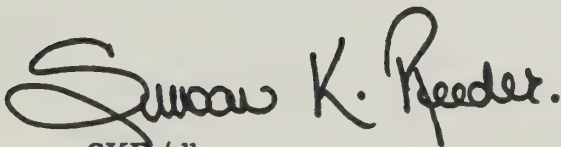
SUBJECT: 1992 Canada Cup of Wrestling
and Civic Banquet.

DATE: 1992 June 17

Further to your recent request on behalf of the Mayor, a poll was conducted from members of the Finance and Administration Committee on approving a recommendation that the City of Hamilton pay one third of the cost of hosting the Banquet for the 1992 Canada Cup of Wrestling and Olympic Team at the Hamilton Convention Centre on 1992 July 1st, at an amount not to exceed \$3,000. Funding for this expenditure will be derived from the Special Civic Reception Hosting Account No. CH55314-84010.

This will confirm that approval via the poll has been received. For official approval, and the Council record, this Item will still be presented to the 1992 June 25th Finance and Administration Committee meeting.

Trusting that advance approval of this matter is of assistance to you in confirming with the Wrestling Association of the City's financial contribution.

Susan K. Reeder.

SKR/dbm



REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Office of the Clerk

Robert C. Prowse, Clerk
Michael A. Rallo, Deputy Clerk

8(c)

DATE: 1992 June 10

TO: Area Municipality Clerks

FROM: Robert C. Prowse
Regional Clerk
Office of the Regional Clerk

SUBJECT: Federal Government Location of a
Medium Security Facility

Attached please find information received June 5, 1992 from the Solicitor General of Canada, and received June 8, 1992 from the Ontario Region Office of Correctional Service Canada, respecting the above, which you may wish to bring to the attention of your Municipal Council.

RCP/st
Attach.

Solicitor General
of Canada



Solliciteur général
du Canada

JUN - 1 1992

RECEIVED

JUN 5 1992

REGIONAL CLERKS OFFICE

R.C. Prowse
Clerk
Hamilton-Wentworth Regional
Municipality
P.O. Box 910
Hamilton, Ontario
L8N 3V9

Dear R.C. Prowse:

On April 2, 1992, I sent the enclosed letter to all counties west of Kingston, indicating that the federal government was interested in building a new medium security facility and asking the county officials to indicate their interest in having the facility in their county. The deadline for expression of interest was April 30, 1992.

It has come to my attention that all municipalities within a county or regional boundary may not be part of the municipal structure, although they are located geographically within same. Thus, because of that technicality, not all municipalities in Ontario may have been informed of the request for an expression of interest.

My April 2 letter was simply asking for a declaration of interest, not for a final submission. All the municipalities which have indicated an interest have now been contacted and provided with a complete list of the criteria which must be met. The deadline for their submissions is June 30, 1992.

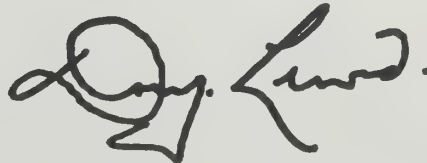
The reason for this letter is to ask that you forward my original request for a declaration of interest and the enclosed criteria to any municipalities within the geographical boundary of your region or municipality which

.../2

did not receive the first letter. This will give them a fair opportunity to be considered.

Time is of the essence. I intend to move quickly once we receive all the submissions on June 30, 1992.

Yours truly,

A handwritten signature in black ink, appearing to read "Doug Lewis". The signature is stylized with a large, looped "D" and a cursive "Lewis".

Hon. Doug Lewis, P.C., M.P.

Enc.



APR - 2 1992

Dear County Commissioner:

I am writing to inform you that the Correctional Service of Canada (CSC) will be building a new medium security penitentiary in Ontario. As three out of four federal offenders in Ontario come from areas west of Oshawa, and all Federal Institutions are located in Kingston or East of there, I am also writing to determine if you have an interest in having such a penitentiary in your County.

To help you decide whether or not to make a proposal, I have attached a description of the proposed institution, a profile of the expected offender population and an estimate of capital and operating costs.

CSC must move quickly to build this institution as Ontario federal institutions at this level are severely overcrowded.

If you decide to express interest in receiving such an institution in your area, please make a submission, prior to April 30, 1992, to:

Mr. Ole Ingstrup
Commissioner of Corrections
340 Laurier Avenue West
Ottawa, Ontario
K1A 0P9

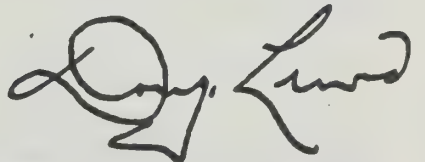
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Your submission should include information on the availability of:

- reasonably-priced and easily-acquired land;
- economical, frequent commercial transportation systems;
- well-established community-based correctional services and support agencies for offenders;
- hospital and other medical services;
- educational facilities/services;
- continuous police and emergency response capabilities;
- specialized, professional staff.

I would ask that you provide an indication of the support that such a facility could expect to receive from citizens of your County. Strong and continuing community support is critical as CSC relies heavily on volunteer and social agency support to prepare offenders for their inevitable return to the community.

Yours truly,

A handwritten signature in cursive script, appearing to read "Doug Lewis".

The Hon. Doug Lewis, P.C., M.P.

Attach.

COMMUNITY SELECTION
NEW MEDIUM SECURITY INSTITUTION
ONTARIO REGION

1. Proximity to the home community of the majority of offenders.
2. Must have community acceptance.
3. Availability of reasonably-priced and easily-acquired land.
4. Availability of economical, frequent commercial transportation systems (both inter-city and intra-city).
5. Availability of well established community-based correctional services and support agencies to help in pre-release and post-release of offenders.
6. Availability of physical and mental health care services to be provided to offenders.
7. Availability of substance abuse treatment centres.
8. Availability and capacity to provide continuous policing and other emergency response capabilities.
9. Availability of education facility/services including secondary schools, community colleges and universities with capacity to provide/deliver specialized on-site services.
10. Availability of a variety of appropriate business interests/opportunities suitable for joint ventures, which could provide opportunities for skills acquisition and job training for offenders.
11. Availability of a variety of spiritual services, volunteer groups and multi-cultural organizations.
12. Availability of a supportive base, large enough to provide or attract professional staff and specialized personnel.

NEW ONTARIO MEDIUM SECURITY INSTITUTION

OVERVIEW

DESCRIPTION

This 400 bed, medium security correctional facility for male offenders will reflect the latest directions in correctional philosophy and practice. Its design and operation will be aimed at facilitating the successful reintegration of the offender into the community by assisting him to grow and develop and through encouraging positive staff/inmate interaction.

The institution's program focus will be on preparing offenders for safe, timely and successful release to the community. As such, all offenders will participate in living skills programs and assume increasing responsibilities for day-to-day living activities.

The new institution will also be a model of excellence in terms of environmental and ecological considerations, institutional management and administrative practices, responsible use of public resources and innovative correctional design.

The facility will be designed to provide a physical environment which fosters appropriate social and learning experiences by accommodating a range of everyday living activities. The physical setting will facilitate realization of this objective by presenting a residential-type community within a secure perimeter. A minimum of 50 hectares of land will be required for the institution.

OFFENDER CHARACTERISTICS

Offenders accommodated in this low medium security facility would typically be positively motivated individuals who demonstrate the potential for pro-social behaviour and are capable of assuming progressive responsibility and independence.

CAPITAL COST

The proposed institution is expected to cost a total of \$60 Million to design and construct, over a four to five year period.

OPERATING COST

It is estimated that the new facility will cost approximately \$16 Million per year to operate and employ 268 staff.



Correctional Service
Canada

Service correctionnel
Canada

Ontario Region

Région de l'Ontario

RECEIVED

JUN 8 1992

REGIONAL CLERKS OFFICE

Your file Votre référence

Our file Notre référence

5 June 1992

R.C. Prowse
Clerk
Hamilton-Wentworth Regional Municipality
P.O. Box 910
119 King Street West
Hamilton, Ontario
L8N 3V9

Dear R.C. Prowse:

You will have recently received correspondence from the Honorable Doug Lewis, Solicitor General of Canada, referring to the contents of his April 2, 1992 letter sent to all counties west of Kingston indicating that the federal government was interested in building a new medium security facility and asking the county officials to indicate their interest in having the facility in their county.

In his most recent correspondence, he asked that his original request for a declaration of interest and community selection criteria be forwarded to any municipality within the geographic boundary of your region or municipality which did not receive the first letter.

To assist the communities in preparing their submissions, I have developed a Community Evaluation Questionnaire that elaborates on each criterion by suggesting an appropriate standard and either poses questions or provides suggestions for information that would be useful during the evaluation phase.

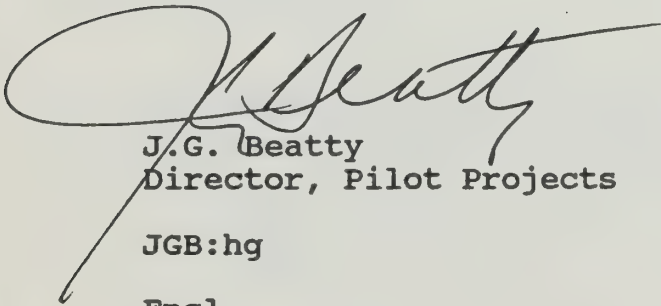
I would respectfully request that you forward a copy of the attached questionnaire to these municipalities that did not receive the Solicitor General's original letter.

...2/

For further information, please contact:

J.G. Beatty
Director, Pilot Projects
Regional Headquarters, Ontario
P.O. Box 1174
Kingston, Ontario
K7L 4Y8
(Telephone: 613-545-8213)
(Facsimile: 613-545-8302)

Yours truly,

A large, stylized handwritten signature in dark ink, appearing to read 'J.G. Beatty'. The signature is written over the typed name and title of the signatory.

J.G. Beatty
Director, Pilot Projects

JGB:hg

Encl.

Regional Headquarters, Ontario
P.O. Box 1174
Kingston, Ontario
K7L 4Y8

NEW MEDIUM SECURITY INSTITUTION
ONTARIO REGION

COMMUNITY EVALUATION QUESTIONNAIRE

CRITERION	STANDARD
1. Proximity to the home community of the majority of offenders.	1. The home community of the majority of offenders in the region based on present and traditional sentencing patterns.

No submission is required from the communities with respect to this criteria, as this statistical data has been assessed by the Correctional Service of Canada (CSC).

CRITERION	STANDARD
2. Must have community acceptance	2. Presence of a positive civic attitude toward the proposed facility.

QUESTIONS:

1. What services for offenders and other socially disadvantaged persons exist within your community?
2. Are there any restrictive by-laws in your community that discourage or prohibit the establishment of group homes, halfway houses for offenders/other disadvantaged groups (e.g. mentally/physically challenged)?
3. Please describe why you would like to establish a medium security correctional facility in your community? What do you believe would be the benefits to the Correctional Service of Canada and to the offenders? How would it benefit your community?
4. Do you anticipate any negative public reaction to the establishment of a correctional facility in your community? How would you handle adverse reaction were it to occur?
5. Suggestions for supporting documentation could include: letters of support from the business community; service clubs; citizen's groups; and voluntary organizations.

CRITERION	STANDARD
3. Availability of reasonably priced and easily acquired land.	Availability of municipal services near proposed site with surface area of between 100 - 150 acres.

QUESTIONS:

Do existing zoning regulations allow for development of correctional facilities?

Provide list and brief description of proposed sites including crown owned and privately owned property deemed suitable for the development of the proposed facility.

Provide information on the type and extent of municipal services provided for the proposed property.

CRITERION	STANDARD
4. Availability of economic, frequent commercial transportation systems.	<p>A. Intra-city: ease of local access to each facility in order to facilitate:</p> <ul style="list-style-type: none">- family contact;- provision of services by community based persons/agencies; and- access to community services by offenders on unescorted temporary absences (UTA's), Day Parole, and other temporary absences (TA's). <p>B. Inter-city: ease of access to regional/national transportation methods to facilitate:</p> <ul style="list-style-type: none">- family visiting- temporary absence and Day Parole- intra- and inter-regional transfers- admissions and releases

QUESTIONS:

1. What are the local systems of transportation currently operating within your community (e.g. bus, taxi, etc.)?
2. What are the costs and frequency of service of each?
3. How far is it to the nearest commercial airport which services your community? Is it accessible by low-cost public transportation (if so, please specify what means) or only by taxi and private vehicle?
4. Identify the available methods of inter-city transportation (train, bus, air, etc.).
5. How frequently do these methods operate between your community and the closest large population centre?

CRITERION	STANDARD
7. Availability of substance abuse treatment centres.	<p>A. A range of substance abuse programs (primary, secondary, and tertiary treatment) in on-site and off-site milieus.</p> <p>B. Resources for training and skill development of staff and responding to substance abuse needs of offenders.</p>

QUESTIONS:

1. Identify the substance abuse programs which exist within your community in the following general categories:

- a) education;
- b) counselling, group therapy, and other forms of treatment;
- c) long term, in-patient treatment, e.g. therapeutic communities; and
- d) relapse prevention.

If any of these programs are not available in your community, where are the nearest such facilities located, and how far, in kilometres, is it to travel to them from your community?

2. With respect to each agency and service provider which provides substance abuse programming:

Provide a program description, outlining the philosophy, history, number and credentials of staff, number of clients currently serviced.

Provide the full name and mailing address for each agency offering substance abuse programming and name and telephone number of the director.

CRITERION	STANDARD
8. Availability and capacity to provide continuous policing and other emergency response capabilities.	A. Emergency response is available within the community which can meet the needs of the facility: <ul style="list-style-type: none">- fire- ambulance and paramedic- police.

QUESTIONS:

1. Which of the following emergency services does your community have within their city limits: firefighters, ambulance, paramedics and police? If not available within the community, where are they located? How far, in kilometres, is it to travel there?
2. How is the community policed (e.g. Provincial Police or city/regional police force)?
3. Describe your fire department services (e.g. funded by the city, volunteer service, size, etc.).
4. Is a contractual agreement with CSC required to access the services of the following: police, firefighters, ambulance and/or paramedics?
5. What is the optimum maximum response time for each emergency service?

CRITERION	STANDARD
9. Availability of education facilities/ services including secondary schools, community colleges and universities, with capacity to provide/deliver specialized on-site services.	A. Education programs to meet current and emerging needs of offenders in both short and long term, on-site and off-site, through contracted services.

QUESTIONS:

1. What educational facilities and services exist within your community:
 - secondary schools?
 - community colleges?
 - university?
 - technical/vocational institutes?
 - other training programs / adult basic education?
2. For those facilities outside of your community, how far, in kilometres, is it to travel to them and in what community are they located?
3. Do any of these facilities have a policy to exclude any groups or persons who might be similar to federally sentenced male offenders?
4. Do any of these facilities have special programs for socially disadvantaged, racial and cultural minorities, mature students, physically and/or mentally challenged?

CRITERION	STANDARD
10. Availability of a variety of appropriate business interests/opportunities suitable for joint ventures which provide opportunities for skills acquisition and job training for offenders.	Business/employment opportunities which will provide offenders with meaningful, marketable skills and improved chances for self-sufficiency on release.

QUESTIONS:

1. What is the economic and business make-up of your community and how would it lend itself to joint ventures with the correctional facility?
2. Describe the number and range of businesses in your community.
3. Are there any local economic development organizations or associations in your community area that would be capable and interested in supporting a joint venture in the correctional facility?
4. Describe the level of support from the business community for the new regional facility.
5. What is the percentage of unemployment in your community?
6. Identify any special employment programs for offenders or the socially disadvantaged in your community?

CRITERION	STANDARD
11. Availability of a variety of spiritual services, volunteer groups and multicultural organizations.	Reflection of sensitivity to racial, cultural and spiritual diversity and socially disadvantaged individuals through access to a range of existing multicultural, spiritual and volunteer services to meet the needs of the community.

QUESTIONS:

1. Describe the multicultural composition and climate of your community.
2. What is the number and range of multicultural and linguistic organizations within your community? What other similar organizations outside of your community may your residents access and how far in kilometres is it to travel to them?
3. What are the different faiths or spiritual communities represented by churches in your community?
4. Provide information regarding the likely willingness and ability of these church communities to provide spiritual services to offenders both on and off site.
5. List the agencies and service clubs in your community which have active volunteer programs.
6. What is the number of existing services for offenders and other socially disadvantaged persons within your community?
7. Please provide the full name, and mailing address, for each organization, agency or service and the name and telephone number of the director.

CRITERION	STANDARD
12. Availability of a supportive community base, large enough to provide or attract professional staff and specialized personnel.	A. Long term availability of community based service providers to meet on-site and off-site program needs of offenders.

QUESTIONS:

1. What graduate level university programs are available in social work, psychology and other related disciplines (e.g. medicine, psychiatry, recreational) within your community? If none exist within your community, how far, in kilometres, is it to travel in order to access such programs?
2. What current experience does your community have with men in conflict with the law, e.g. through contracts with CSC, other corrections departments?
3. Describe the experience/success that your community has had in attracting professionals to work in your community?



Dominic Agostino

**Alderman — Ward 5
Regional Councillor**

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095



1992 May 15

MA'

9.

Ms. S. Reeder, Secretary
Finance and Administration Committee

Dear Ms. Reeder:

I would appreciate it if you could place on the next agenda an item regarding, City of Hamilton Budget Process.

I believe we need to examine closely our current Budget Process and how we go about setting City Budgets and particularly the lack of Public input and consultation into the Budget Process.

Thank you for your attention to this matter.

Yours sincerely,

**DOMINIC AGOSTINO, ALDERMAN,
WARD 5**

DA:tb

c.c. Don Ross, Chairman,
Finance and Administration Committee

11.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 June 19

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

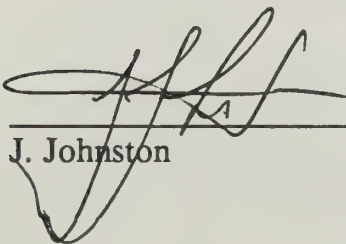
FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: JOBS ONTARIO YOUTH (C-036-092)

BACKGROUND:

The Province of Ontario has announced that they are making available twenty (20) million dollars to create 8,500 summer jobs for students. 5,000 of these jobs are to be created in the Toronto, Hamilton, Windsor, and Ottawa areas. The province will assume 100% of the costs of the student employment. Jobs Ontario Youth will assist in creating these jobs in the private, government and non-profit sectors to assist youth aged 15 to 24. Both students and youths who are out of school are eligible. There will be a particular focus on black youth. Participants will be matched with jobs by community agencies or through local youth employment centres. In the Hamilton community this task will be undertaken by two agencies, Caribbean Pot Pourri & Barbados House Youth Employment Centre, and the Y.M.C.A. Youth Employment Centre.

The City of Hamilton will be initially creating approximately 50 additional jobs and will be working with both agencies on an ongoing basis to ensure the maximum use of provincial funding to assist youth in the Hamilton community.


J. Johnston

12.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 19

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: J.G. Pavelka, P. Eng.
Chief Administrative Officer

SUBJECT: JANITORIAL SERVICES AT VARIOUS
RECREATION CENTRES DURING 1992, 1993, 1994

RECOMMENDATION:

- a) That purchase orders be issued to provide caretaking services at various recreation centres during 1992, 1993, 1994, being the lowest acceptable of seven tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders and that these expenditures be financed through various approved accounts.

	Sept. 1-Dec. 31 <u>1992</u>	Jan. 01 - Dec. 31 <u>1993</u> <u>1994</u>
<u>PART A</u> Alpha Cleaning Services, Hamilton	\$33,456.44	\$100,369.44 \$100,369.44
<u>PART B</u> Sunshine Building Maintenance, Burlington	\$36,932.62	\$111,061.08 \$112,059.24

Above prices include G.S.T. and reflect discounts allowed.

- b) That these janitorial services be effective September 01, 1992.


J.G. Pavelka, P.Eng, Chief Administrative Officer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Annualized savings of \$161,000 will be realized by the City. Pro-rata savings of approximately \$60,000 will be reflected in our 1992 Current Budget on the assumption the change over will take place on September 01, 1992.

Although it appears that a premium is being paid out to Sunshine Building Maintenance for Part B of the contract, it became apparent during the interviewing process that Alpha Cleaning Services was lacking the appropriate experience to award the entire contract to.

BACKGROUND:

At its meeting on March 05, 1992, the Finance and Administration Committee, after conferring with the senior staff of the Board of Education, directed that the attached joint report by Mr. T. Bradley and Mr. D. Vyce be referred back with instructions that the Chief Administrative Officer make the necessary arrangements for the senior staff of the Board of Education to meet with the City's senior staff to discuss and work out a satisfactory cost efficient solution. Accordingly, two meetings have been held, one on Monday, May 04, 1992 and the second on Thursday, June 18, 1992. Unfortunately, staff have been unable to evolve any satisfactory cost efficient solution.

Accordingly, the staff from the Board of Education maintain:

- a) that if the City contracts out this work as is being proposed approximately 17 persons may have to be terminated.
- b) that the Solicitor for the Board of Education still contends that the City can not contract this work out because there has been a long standing arrangement without an agreement that the Board of Education would do this work.

The City staff have confirmed through the tendering process that there would be an annual savings of \$161,000 by contracting the cleaning of eight school attached recreation centres, Hill Park, Bennetto, N.P. Lewis, Churchill, Dalewood, Westmount, MacNab and Ryerson rather than contracting the work through the Board of Education. Currently, the City contracts approximately \$399,000 annually through the Board of Education for janitorial services. The reduction by \$161,000 would reduce this annual budget to \$238,000. The City Solicitor confirms that the City has every right to contract out this work, despite any long standing arrangement with the Board of Education.

Attach.

c.c. Mr. D. W. Vyce, Director of Property
Ms. P. Noé Johnson, City Solicitor

REPORT TO: Finance and Administration Committee

SUBJECT: JANITORIAL SERVICES AT VARIOUS RECREATION CENTRES DURING 1992, 1993, 1994

Page 2

BACKGROUND:

The Board of Education has been advised on the City's intent in this regard, both prior to going to tender and after the tenders were received.

Tender Analysis

	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>TOTAL</u>
<u>Part A</u>				
Alpha Cleaning Services, Hamilton	\$33,456.44	\$100,369.44	\$100,369.44	\$234,195.32
Sunshine Building Maintenance, Burlington	36,932.62	110,294.52	110,822.52	258,049.66
McArthurs Janitor Service, Hamilton	37,640.32	112,920.96	112,920.96	263,482.24
ServiceMaster, Burlington	37,284.00	113,022.24	114,600.00	264,966.24
Modern Building Cleaning, Hamilton	41,330.72	126,368.16	120,212.16	287,911.04
Janitorial Development, Hamilton	38,400.00	119,640.00	124,200.00	282,240.00
Show White Cleaning Services, Hamilton	39,458.04	124,292.76	130,507.44	294,258.24

Part B

Sunshine Building Maintenance, Burlington	\$36,932.64	\$111,061.08	\$112,059.24	\$260,052.96
McArthurs Janitor Service, Hamilton	37,640.32	112,920.96	112,920.96	263,482.24
ServiceMaster, Burlington	37,284.00	113,022.24	114,660.00	264,966.24
Modern Building Cleaning, Hamilton	41,330.72	126,368.16	120,212.16	287,911.04
Alpha Cleaning Services, Hamilton	34,860.52	104,581.55	104,581.55	244,023.62
Janitorial Development, Hamilton	38,400.00	119,640.00	124,200.00	282,240.00
Show White Cleaning Services, Hamilton	46,756.44	147,311.28	154,676.64	348,753.36

See correspondence attached for additional background information.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 February 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing


SUBJECT: CARETAKING SERVICES, VARIOUS
RECREATION CENTRES DURING 1992, 1993, 1994

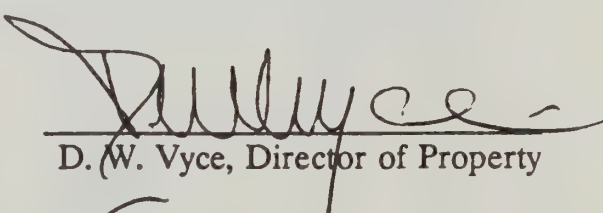
RECOMMENDATION:

That purchase orders be issued to provide caretaking services at various recreation centres during 1992, 1993, 1994, being the lowest acceptable of seven tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders, and that these expenditures be financed through various approved accounts.

	May 1-Dec.31 <u>1992</u>	Jan. 1 - Dec. 31 <u>1993</u>	<u>1994</u>
<u>Part A</u>			
Alpha Cleaning Services, Hamilton	\$ 75,555.18	\$100,369.44	\$100,369.44
<u>Part B</u>			
Sunshine Building Maintenance, Burlington	83,094.69	111,061.08	112,059.24

Above prices include G.S.T. and reflect discounts allowed.


T. Bradley, Manager of Purchasing


D. W. Vyce, Director of Property

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Annualized savings of \$161,000 will be realized to the City. Pro-rata savings will be reflected in our 1992 Current Budget on the assumption the change over will take place on May 1, 1992.

REPORT TO: Mr. J. D. Thompson, Secretary

FROM: Mr. T. Bradley

SUBJECT: CARETAKING SERVICES, VARIOUS RECREATION CENTRES DURING 1992, 1993, 1994

Page 2

BACKGROUND:

The Board of Education has been advised of the City's intent in this regard, both prior to going to tender and after the tenders were received.

Tender Analysis

	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>TOTAL</u>
<u>Part A</u>				
Alpha Cleaning Services, Hamilton	\$ 75,555.18	\$100,369.44	\$100,369.44	\$276,294.06
Sunshine Building Maintenance, Burlington	82,326.15	110,294.52	110,822.52	303,443.19
McArthurs Janitor Service, Hamilton	84,690.72	112,920.96	112,920.96	310,532.64
ServiceMaster, Burlington	83,889.00	113,022.24	114,660.00	311,571.24
Modern Building Cleaning, Hamilton	92,994.12	126,368.16	120,212.16	339,574.44
Janitorial Development, Hamilton	86,400.00	119,640.00	124,200.00	330,240.00
Snow White Cleaning Services, Hamilton	88,780.00	124,292.76	130,507.44	334,580.00
<u>Part B</u>				
Sunshine Building Maintenance, Burlington	\$ 83,097.75	\$111,061.08	\$112,059.24	\$306,218.07
McArthurs Janitor Service, Hamilton	84,690.72	112,920.96	112,920.96	310,532.64
ServiceMaster, Burlington	83,889.00	113,022.24	114,660.00	311,571.24
Modern Building Cleaning, Hamilton	92,994.00	126,368.16	120,212.16	339,574.32
Alpha Cleaning Services, Hamilton	90,153.00	120,208.68	120,208.68	330,570.36
Janitorial Development, Hamilton	86,400.00	119,640.00	124,200.00	330,240.00
Snow White Cleaning Services, Hamilton	105,222.00	147,311.28	154,676.64	407,209.92

See correspondence attached for additional background information.

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 November 13

REPORT TO: J. D. Thompson, Secretary
Finance & Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: CLEANING - School Attached Recreation Centres

BACKGROUND:

As you are aware, there are eight school attached recreation centres scattered throughout the City (Bennetto, Dalewood, Churchill, Ryerson, Hill Park, Westmount, N.P. Lewis, MacNab). These recreation centres, with the exception of one, are cleaned by Board of Education personnel through an agreement with the Board, and have been since their initial existence. MacNab Recreation centre is the only exception. It is cleaned by an independent contractor (Snow White Cleaning) retained through the Board of Education.

Our analysis of the costs the Board of Education charges the City for this cleaning service reveals to us that it is rather expensive. There is absolutely no doubt in our minds, and ironically enough, in the opinion of the Board, that the City could obtain the service at a lesser cost while still maintaining quality. The cleaning service we receive at MacNab by the independent contractor is quite acceptable and the cost of the service is the least of all the City's school attached recreation centres.

Accordingly, we propose to call for tenders from private cleaning companies to provide the City with a cleaning service at these school attached recreation centres. The calling of tenders does not commit the City to alter its procedures, but at least we will know the cost of an alternative system.

In the event the City decides to cease using the Board of Education service, from the Board's standpoint, it will result in a maximum surplus employee complement of 17 persons who will either have to be absorbed into their workforce or made redundant. I am advised by the Board that three persons could be absorbed into the system in January and two to three additional persons in September of 1992. Further available positions are unknown at present.

1991 November 13

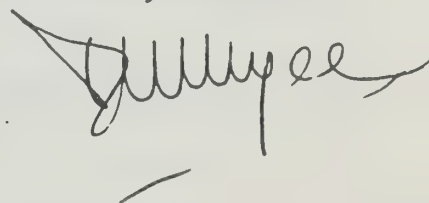
J. D. Thompson

Page 2

Obviously the greatest affect on the Board will be if the City decides to make an "across the board" change at an early date. An alternative would be a phased in program.

I thought I should inform the members of the Finance & Administration Committee of our intentions inasmuch as our action would result in a downsizing of staff complement, albeit, at the Board of Education level, and no doubt our members of Council will be contacted in this regard.

We have discussed this matter with the Senior Staff of the Board who are fully aware of the course of action we are pursuing.



c.c. L. Sage, Chief Administrative Officer
E. C. Matthews, Treasurer
T. Bradley, Manager of Purchasing
R. Sugden, Director of Culture & Recreation
J. Johnson, Commissioner, Human Resources Centre
R. Swan, Manager, Building Operations & Maintenance Division
R. Desnoyers, Assistant Manager, Building Operations & Maintenance Division

Board of Education, City of Hamilton

100 Main Street West

HAMILTON, Ontario

L8P 1H6

Attn: R. Orlando, Superintendent of Plant



THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

February 12, 1992

The Board of Education
for the City of Hamilton
100 Main Street West
HAMILTON, Ontario
L8P 1H6

Attention: Mr. R. Orlando, Superintendent of Plant

Dear Sir:

Re: Cleaning - School Attached Recreation Centres

During the month of November 1991, senior staff from the City and the Board of Education met to discuss a situation which has faced the City in recent years, and which is causing us some concern---the ever increasing cost of cleaning our school attached recreation centres.

As indicated in my report to the City's Finance and Administration Committee, dated November 13, 1991 (a copy was forwarded to your attention), the City has proceeded to call for tenders from private cleaning companies to provide the City with a cleaning service at the school attached recreation centres.

The tenders have now been received, analyzed thoroughly, and interviews held with some of the tendering company officials.

The tenders have revealed one thing for certain--the cost from a private janitorial service company to provide cleaning services which will meet our specifications at the school attached recreation centres, is far less than the cost of obtaining a similar service from the Board of Education.

Our analysis of the tenders confirms that the City could realize an annualized saving of approximately \$161,000.00.

In today's tough economic times, in particular with the City facing budget cuts, rightsizing of staff complement, and a continual search for ways and means of improving the programs and services we deliver to the public, an annualized cost saving of this magnitude cannot be

1992 February 12
Mr. R. Orlando
Page 2

ignored. The quality of service which has been provided by the Board of Education for the past number of years is not in question whatsoever; it is simply a matter of economics.

From our previous discussion with you, I understand that a City decision to cease utilizing Board of Education personnel to provide cleaning services at our school attached centres will result in a maximum surplus employee complement of seventeen (17) persons, who will either have to be absorbed into your overall workforce or made redundant. Hopefully, for the sake of the employees, arrangements could be made for the first alternative.

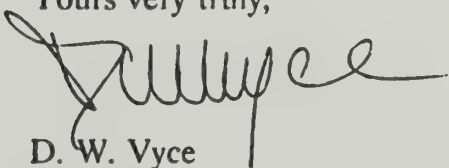
In conclusion, I must advise you that I intend to prepare a report for the next meeting of the City's Finance and Administration Committee, to be held on February 20, 1992. I will be recommending the awarding of contracts for the cleaning of eight school attached recreation centres: Hill Park, Bennetto, N. P. Lewis, Churchill, Dalewood, Westmount, MacNab & Ryerson, with a commencement date of May 1, 1992.

I fully realize that the more time you have to make alternate arrangements for your staff, the better it would be from your point of view. On the other hand you must appreciate that at the City's end we too are under intense pressure to find ways and means of reducing our budgets. The savings are very real, and very large and simply cannot be ignored.

I sincerely hope the City's action in this regard will not cause too great an upheaval to your operation, and that the affected employees can be accommodated. We have enjoyed our a good relationship over the past years with respect to the service you have provided. There have been some differences of opinion from time to time, but these are to be expected in any relationship.

We look forward to a continued fruitful relationship with the Board of Education on all other matters, as we continue to liaise with you on various issues.

Yours very truly,



D. W. Vyce
Director of Property

/dcr

1992 February 12
Mr. R. Orlando
Page 3

c.c. K. Rielly, Director of Education and Secretary
The Board of Education
100 Main Street W.
HAMILTON, Ontario
L8P 1H6

J. G. Pavelka, P.Eng., Acting Chief Administrative Officer

R. Swan, Manager, Building Operations & Maintenance

R. Desnoyers, Assistant Manager, Building Operations & Maintenance

R. Sugden, Director of Culture & Recreation

J. Johnston, Commissioner, Human Resources Centre

✓T. Bradley, Manager of Purchasing

J. J. SCHATZ
CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

PHONE (416) 546-2700
FAX (416) 546-2095

1992 February 21

Mr. Keith Rielly, Director
Hamilton Board of Education
100 Main Street West
Hamilton, Ontario
L8N 3L1

Dear Mr. Rielly:

The Finance and Administration Committee at its meeting held 1992 February 20 was in receipt of the attached report dated 1992 February 14 from the Director of Property.

The Committee agreed to **table** this report until its next meeting to give representatives of the Hamilton Board of Education an opportunity to appear before the Committee to address its concerns, if any, with respect to this matter.

The next meeting of the Finance and Administration Committee will be held on Thursday, 1992 March 5 commencing at 9:30 o'clock a.m.

Please contact me at 546-2747 at your earliest convenience to make the necessary arrangements.

Yours truly,

A handwritten signature in cursive script, appearing to read "John Thompson".

John Thompson, Secretary
Finance and Administration Committee

Attached

cc Dan Vyce, Director of Property
Tom Bradley, Manager of Purchasing

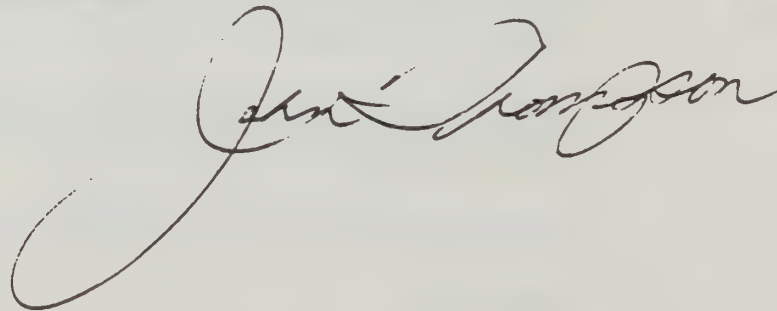
CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO:	Mr. D. W. Vyce Director of Property Property Department	YOUR FILE:	
FROM:	Mr. J. D. Thompson, Secretary Finance and Administration Committee	OUR FILE:	
		PHONE:	546-2747
SUBJECT:	Caretaking Services, Various Recreation Centres During 1992-1994	DATE:	1992 February 21

The Finance and Administration Committee at its meeting held 1992 February 20 was in receipt of your report dated 1992 February 14 respecting the above-noted matter.

The Committee agreed to Table this report until its next meeting to give representatives of the Hamilton Board of Education an opportunity to appear before the Committee to address its concerns, if any, with respect to this matter.



cc Tom Bradley, Manager of Purchasing

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Tom Bradley,
Manager of Purchasing

FROM: Bob Desnoyers, Assistant Manager
Building Operations & Maintenance

DATE: 13 February 1992

SUBJECT: Caretaking of Recreation Centres
(Ref. C15-1-92)

I am returning, attached hereto, proposals received in response to the above referenced RFP.

After evaluating the proposals and having conducted interviews with two of the perspective contractors, we are prepared to recommend that the facilities comprising "location group (A)" be awarded to Alpha Cleaning and those facilities comprising "location group (B)" be awarded to Sunshine.

It has been determined that these services will be required Mon-Fri 7.5 hrs/day and Sat. & Sun. 4.0 hrs/day, therefore the prices as indicated in column B on the form of tender apply.

The total costs payable to Alpha and Sunshine for their respective portion of the contract, including G.S.T. and any discounts is as follows:

<u>ALPHA (Group A Locations)</u>	<u>SUNSHINE (GROUP B LOCATIONS)</u>
1992 \$100,369.44	\$110,792.92
1993 \$100,369.44	\$111,061.08
1994 \$100,369.44	\$112,059.24

These costs are the annualized amounts, therefore the 1992 amount will require adjustment pending approvals and an agreed start-date.

Since contracting these services out will be a first for these facilities, may I suggest that the following "background" accompany the recommendation to the F. & A. Committee.

Background

The eight school attached recreation centres which are being considered for this proposal have, since their construction, been cleaned by the Board of Education staff. The cost of these services are charged back to the City on an annual basis including a 10% administrative fee.

.....continued

With the economic times as such and the knowledge that budgetary restraints would demand scrutiny of all departmental services, senior Property Dept. staff met with Board of Education officials in November of 1991 to discuss caretaking and cleaning services for the recreation centres.

The Board of Education were informed that it was the intention of the Property Department to request proposals for these services in order to obtain a cost comparison. Further, if the cost savings were substantial then serious consideration would be given to replacing the Board of Education with a contractor. The decision to contract the cleaning and caretaking services for the recreation centres was based on economic reasons and not the performance of the Board of Education.

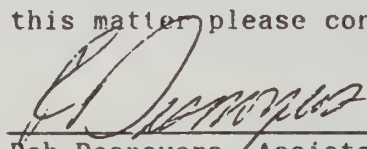
The results of the RFP clearly indicate that the cost savings to the City are quite substantial. The annualized savings are estimated to be \$ 161,000.

With the difficult job of reducing the Property Department budget to zero, these substantial savings cannot be ignored. These services will be offered as a reduction package in order to reduce the Property Department 1992 budget.

Unfortunately for the Board of Education this will mean that 17 of their part time people will be displaced. We trust the May 1, 1992 implementation date will help ease this process, however if we wish to recognize the reported savings the displacement of Board staff is unavoidable.

If you have any questions regarding this matter please contact me.

RD:ce



Bob Desnoyers, Assistant Manager
Building Operations & Maintenance



TOWN OF ANCASTER

May 11, 1992.

Hon. Bob Rae,
Premier of Ontario,
Room 281, Legislative Building,
Queen's Park,
Toronto, Ontario.
M7A 1A5

OF	13a.
R	
F	
I	
REF D. TO	
ACTION:	F Y A

Dear Sir:

Re: Proposed Provincial Labour Law - Town of Ancaster's Request for Moratorium

Attached hereto, is a certified copy of a resolution passed by the Council of the Corporation of the Town of Ancaster at its meeting of May 11, 1992, which urges your Government to declare a moratorium on the proposed new labour legislation for the reasons outlined therein.

Your early and favourable response to this resolution is respectfully requested.

Yours very truly,

L. V. Hayden, A.M.C.T.,
Town Clerk.

Encl.

gf

cc: Hon. Bob MacKenzie, Minister of Labour

Mr. Don Abel, M.P.P., Wentworth North

Ms. Lyn McLeod, Leader of the Ontario
Liberal Party

Mr. Michael Harris, Leader of the
Ontario Progressive Conservative Party

Councils of the Regional Municipality
of Hamilton-Wentworth and Area Councils

A Community since 1793

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and can be recycled.





TOWN OF ANCASTER

THE CORPORATION OF THE TOWN OF ANCASTER

COUNCIL CHAMBERS

Eleventh Council Meeting

May 11, 1992.

"Proposed New Provincial Labour Law

Motion No. 5

Moved by Councillor Thompson
Seconded by Councillor Kuhn

WHEREAS independent economic studies have concluded that the proposed changes to Ontario labour legislation will increase job losses; and

WHEREAS they will cause a decline in investment in Ontario; and

WHEREAS they will seriously undermine the recovery and the maintenance of a sound economic environment in the province; and

WHEREAS they will prevent municipalities from providing essential services during a strike.

NOW, THEREFORE, BE IT RESOLVED:

THAT we, the Council and the Town of Ancaster, strongly urge that the Ontario Government declare a moratorium on any proposed changes to the labour legislation in the best interests of the people of Ontario, and

THAT a copy of this resolution be forwarded to the Hon. Bob Rae, Premier of Ontario; the Hon. Bob MacKenzie, Minister of Labour; our local M.P.P. Don Abel; leaders of the Ontario Liberal and Progressive Conservative parties; the Association of Municipalities of Ontario; and to the Councils of the Regional Municipality of Hamilton-Wentworth and the Area Municipalities, requesting their support.

CARRIED."

CLERK'S CERTIFICATE

I, Lloyd V. Hayden, Clerk of the Corporation of the Town of Ancaster, in the Regional Municipality of Hamilton-Wentworth, do hereby certify that this is a true and correct copy of a resolution passed in Council the 11th day of May, 1992.


Clerk

— A Community since 1793 —

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The Corporation of the City of Brampton

Office of the City Clerk

L.J. Mikulich, A.M.C.T., C.M.O., C.M.C.
City Clerk

MAY 28 1992

REC. BY	DATE
REF'D. TO	DATE
REF'D. TO	DATE
ACTION:	F.Y.A.

13 b.

May 25, 1992

TO: ALL MUNICIPALITIES 50,000+ AND ALL REGIONAL MUNICIPALITIES

RE: REFUGEE CLAIMANTS (C319-92) - Clerk's File G85

The Council of the Corporation of the City of Brampton passed the following resolution at its meeting held May 11, 1992:

WHEREAS the number of persons seeking refuge in Canada is increasing at an alarming rate,

WHEREAS the only requirement for a foreign person to qualify for refugee status is to land in Canada and claim to be a refugee,

WHEREAS Canada has the most liberal regulation of all the industrialized countries in dealing with refugee claimants,

WHEREAS Canada accepts the largest percentage of refugee claimants of any industrialized country: CANADA 65%, GERMANY 5%, U.S.A. 15%, BRITAIN 25%,

WHEREAS some of these successful refugee claimants are actually criminal element escaping justice in their own countries,

WHEREAS new arriving refugee claimants are totally supported by the Canadian tax payers up to two years before a hearing takes place to determine whether in fact they are refugees,

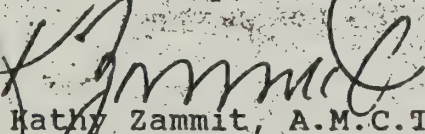
WHEREAS funds are diverted from traditional programs such as health and education to finance refugee support,

WHEREAS a number of these illegal refugee claimants are making a mockery of the Canadian legal system,

THEREFORE be it resolved that the Council of the City of Brampton petition our local M.P.'s and the Federal Government to revise the constitution to stop the uncontrolled flow of refugee claimants to Canada.

We ask that you bring this matter to the attention of your Council with a request for their support by passing a similar resolution to petition local Members of Parliament and the Federal Government in this regard.

Yours truly,



Kathy Zammit, A.M.C.T.
Deputy Clerk (874-2115)

14.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 10

REPORT TO: Ms. S. Reeder, Secretary
Finance and Administration Committee

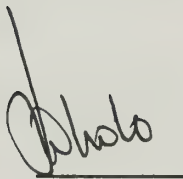
JUN 11 1992

FROM: Mr. D. Lobo
Director of Public Works
Mr. A. Ross
City Treasurer

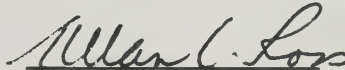
SUBJECT: Equipment Depreciation Codes (PW92.0312)

RECOMMENDATION:

- 1) That the Equipment Depreciation Codes that indicate the life expectancy of various specified Fleet Services vehicles be adjusted as indicated on Table 1 entitled "Vehicle Depreciation - Amendments" (attached), and
- 2) That the consolidated schedule of rates of depreciation, after amendments, as shown on Table 2 entitled "Vehicle Depreciation Codes" (attached) be confirmed.



D. Lobo
Director of Public Works



A. Ross
City Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- 1) Funds used for replacement will stay in the "Reserve For Replacement Of Motorized Equipment" longer and attract interest on these funds.

- 2) Fleet Services current operations will have a longer time to examine whether or not a replacement is necessary or if, indeed, in these recessionary times, the vehicle is needed at all.
- 3) The current budget estimates of the user Divisions/Departments will reflect an estimated annualized savings in the amount of \$32,227.60, with equivalent reductions in the transfers to the Reserves For Replacement of Mobile Equipment (\$27,339.77) and Major Repairs (\$4,887.83).

BACKGROUND:

Vehicles and major motorized equipment are depreciated on a straight line basis (using the original cost of the unit) over the expected life term of that piece of equipment. The User Departments rental payments include the appropriate amount for Depreciation and for Major Repairs. The Depreciation funds are placed into the Reserve For Replacement of Mobile Equipment which is used to ensure that sufficient funds are available for future equipment replacements.

Over the past few years, Fleet Services personnel have monitored newly purchased equipment and have found that, in some cases, equipment has been improved by the manufacturers and that the life expectancy can be extended. In addition, efforts are being made by staff to ensure that the design of the purchased equipment is compatible with its intended use.

Each piece of equipment, as it is depreciated, is evaluated prior to replacement to determine if it can be utilized for an additional period of time. This procedure allows for the continued utilization of the existing equipment without increasing the fixed costs for the operating departments. By lengthening the expected timeframe for certain pieces of equipment, it allows the line departments to pay the increased operating costs for (new) replaced equipment within current budgets.

Most of the savings will be reflected in the current budget of the various Divisions of the Public Works Department.

DL/dh/
attached (2)

c.c. Mr. J. G. Pavelka, P.Eng., Acting Chief Administrative Officer
Mr. T. Bradley, Manager of Purchasing
Mr. G. Kerr, Manager of Fleet Services

TABLE 1
VEHICLE DEPRECIATION - AMENDMENTS

1992 June 5

DEPRECIATION CODES

A - 33.33% @ 3 YEARS
B - 25.00% @ 4 YEARS
C - 25.00% @ 4 YEARS
D - 20.00% @ 5 YEARS
E - 16.67% @ 6 YEARS
F - 14.30% @ 7 YEARS

G - 12.50 % @ 8 YEARS
H - 11.00 % @ 9 YEARS
I - 10.00 % @ 10 YEARS
J - 6.67 % @ 15 YEARS
K - 8.33 % @ 12 YEARS

	<u>CURRENT</u>	<u>PROPOSED</u>
AERIAL TRUCK FORESTRY	D - 5 YEARS	E - 6 YEARS
AUGER (inc Renegade Crane)	E - 6 YEARS	F - 7 YEARS
BACK HOE LOADER	E - 6 YEARS	G - 8 YEARS
BLOWER SNOW ATTACHMENT TYPE	G - 8 YEARS	I - 10 YEARS
BLOWER SNOW - LOADER MTD.	K - 12 YEARS	J - 15 YEARS
BLOWER SNOW - WALK BEHIND	G - 8 YEARS	I - 10 YEARS
BROOM - FRONT, HYDRAULIC	G - 8 YEARS	I - 10 YEARS
COMPRESSOR - AIR	F - 7 YEARS	I - 10 YEARS
MIXER - CEMENT	I - 10 YEARS	K - 12 YEARS
OVERSEEDER	I - 10 YEARS	J - 15 YEARS
PACKER - GARBAGE REAR LOADER	D - 5 YEARS	E - 6 YEARS
PACKER - GARBAGE SIDE LOADER	E - 6 YEARS	I - 10 YEARS
PAVEMENT MARKER	E - 6 YEARS	F - 7 YEARS
PLATFORM TRUCK - SIGN TRUCK	E - 6 YEARS	F - 7 YEARS
PRESSURE WASHER - STATIONARY	G - 8 YEARS	I - 10 YEARS
RODDING MACHINE (SEWER)	D - 5 YEARS	E - 6 YEARS
SERVICE BODY TRUCK	E - 6 YEARS	F - 7 YEARS
SKI- DOZER, BOMBARDIER	I - 10 YEARS	K - 12 YEARS
SPREADER (VICON)	E - 6 YEARS	I - 10 YEARS

TABLE 2

VEHICLE DEPRECIATION CODES

1992 June

DEPRECIATION CODE	MOTORIZED EQUIPMENT CLASSIFICATIONS	DEPRECIATION RATES
A	BLOWER LEAF BACK PACK, MOWER - HAND PUSH, ROTOTILLER - SMALL LIGHT DUTY, WEDEATER	33 1/3% FOR 3 YEARS
B	AUTOMOBILES	25% FOR 4 YEARS
C	BREAKER - PAVEMENT, MOWER - PTO DRIVEN, SAW - HAND HELD INC. CHAIN SAW, TAMPER - JOLLEY JUMPER	25% FOR 4 YEARS
D	AUTOMOBILE FLEET SERVICE, PRESSURE WASHER - PORTABLE	20% FOR 5 YEARS
E	AERIAL TRUCK FORESTRY, AERIAL TRUCK TRAFFIC, AERIAL TRUCK TRAFFIC (one man lift 9021) DUMP TRUCK - STAKE OR STEEL, MOWER - GANG PULL BEHIND, MOWER - RIDING, GREENS OR ROTARY, MOWER - RIDING, ALL HYD GANG, PACKER - GARBAGE REAR LOADER, PLANER - WALK BEHIND, RAKE - POWER OPERATED, RODDING MACHINE (SEWER), ROTOTILLER - HEAVY DUTY SAW - MOBILE INC. CONCRETE, STUMPER - WALK BEHIND, VACUUM UNIT - PUSH TYPE (Elph Vac)	16 2/3% FOR 6 YEARS
F	AMT (all terrain & golf cart), AUGER (inc Renegade Crane), HOT POT - TAR KETTLE, ICE EDGER, PAVEMENT MARKER, PICK UP TRUCK, PLANER - BOBCAT MTD., PLATFORM TRUCK - SIGN TRUCK, SERVICE BODY TRUCK, SWEEPER - SMALL AND FULL SIZE, VAN	14.3% FOR 7 YEARS
G	BACK HOE LOADER, CATCH BASIN CLEANER - VAC ALL, CHIPPER, DUMP TRUCK - FULL SIZE, FLUSHER, GENERATOR, SANDER - TRUCK, TWO WAY, STUMPER - TREE (full size), TRACTOR - COMPACT Under 50 hp, TRACTOR - FULL SIZE TRACTOR - FRONT END LOADER, ZAMBONIS	12 1/2% FOR 8 YEARS
H	NONE	11% FOR 9 YEARS
I	AERATOR, BLOWER LEAF PTO & WALK BEHIND, BLOWER SNOW ATTACHMENT TYPE, BLOWER SNOW - WALK BEHIND, BOBCAT - LIFT TRUCK, BROOM - FRONT HYDRAULIC, COMPRESSOR - AIR, GROOMER - BALL DIAMOND, HOIST TRUCK, LUGGER, OIL DISTRIBUTING TRUCK, PACKER - GARBAGE SIDE LOADER, PAINT TRUCK TRAFFIC, PRESSURE WASHER - STATIONARY, ROLLER - ASPHALT, WALK BEHIND & LAWN, SANDER - SIDEWALK, SNOW MOBILE (SKI DOO), SPRAYER - TREE, WEED, TOW BEHIND, SPEADER (VICON), SPREADER - STONE CHIP, TOP DRESSER, TRACTOR - LG ARTICULATING LOADER, TRAILERS - ALL, SIGN - ARROW BOARD, WATER PUMP - PORTABLE OR TRUCK MOUNTED	10% FOR 10 YEARS
J	ASPHALT SPREADER, BLOWER SNOW - LOADER MTD., BLOWER SNOW - LG. MOBILE, COMPACTOR, LOG SPLITTER, OVERSEEDER, ROLLER - ASPHALT/RIDING	6 2/3% FOR 15 YEARS
K	MIXER - CEMENT, SKIDOZER - BOMBARDIER, TRENCHER	8.33% FOR 12 YEARS

15a.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee


JUN 18 1992

FROM: Allan C. Ross
Treasurer

**SUBJECT: REQUEST FOR PROPOSAL - INSURANCE
CONSULTANT**

RECOMMENDATION:

- a) That the Treasurer be authorized to call for proposals for an insurance consultant to examine the operations of City Departments, Local Boards, H.E.C.F.I. and City-Owned Companies, and:
- (i) Recommend areas for which the City should self-insure;
 - (ii) Recommend areas for which the City should purchase insurance on the market to include types of insurance, coverage, deductibles, etc.;
 - (iii) Recommend the method by which the City should obtain insurance coverage, i. e. continue with Advisory Committee, public or selective tender, retain broker, etc.;
 - (iv) Study the Reserve for Uninsured Losses and recommend a level of funding for the Reserve in view of known claims where there is a possible liability and (i) and (ii) above;
 - (v) Assist in preparation and analysis of any Request For Proposals, if necessary, for the retention of a full service broker and/or for the purchase of insurance.
- b) That the Treasurer be authorized to maintain existing insurance coverage to March 31, 1993 obtaining appropriate insurance policies (subject to cancellation).


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

An estimate of the cost to retain an insurance consultant is not available at this time. When responses are received to the Request For Proposal, a second report to the Finance and Administration Committee will recommend the retention of a consultant together with the estimated cost. Sufficient funds are available in the 1992 Current Estimates, Account No. CH 53521 24108, Insurance Premiums to extend or renew existing insurance policies to March 31, 1993.

BACKGROUND:

The Treasury Department inherited the insurance function from the City Clerk January 1, 1990. Since that time, staff have reviewed and made changes to the amounts, coverage and deductibles of insurance purchased. We have also been asked to consider tendering or other forms of acquiring necessary insurance coverage.

Traditionally the City of Hamilton has handled insurance matters including the purchase of insurance through the services of an Insurance Advisory Committee. This ad hoc committee is comprised of members of the Insurance Brokers Association of Ontario (Hamilton Branch) and representatives of large insurance companies in the Hamilton area. This Committee has researched the insurance market and advised the Treasurer on types of insurance available, limits of coverage, deductibles and premiums and through them allowed the Treasurer to place insurance coverage directly with insurers without the use of a broker.

As the result of enquiries from your Committee as to the placement of insurance by the City, the following alternatives have been examined:

- (1) Retain an insurance consultant to review the insurance/risk management function of the City, Local Boards, H.E.C.F.I. and City-Owned Companies;
- (2) Request Proposals for a Full Service Broker to provide full insurance services to support our insurance programs; and
- (3) Request the Insurance Advisory Committee to research the insurance market for policies coming up for renewal in 1992 and obtain prices to continue the existing portfolio;
- (4) Request Proposals for a Broker/Consultant to write specifications for a tender call for insurance coverage;
- (5) Request a Comprehensive Insurance Proposal from an Insurer based on the existing insurance portfolio;
- (6) Tender City insurance requirements based upon the existing coverage.

BACKGROUND: - continued

In order to consider alternatives for the City's insurance, it is necessary to review the function and the City's insurance requirements. The results of that review could then form the basis for insurance/risk management services in the future. Important points to consider include the adequacy of our existing coverage, the proper funding levels for our Reserve and the cost and method of carriage of City insurance coverage.

I believe that outside technical expertise is required with this review, and am therefore recommending that a consultant be hired to review the City's insurance requirements and to recommend the proper insurance coverage and the most effective mechanisms for obtaining that coverage.

The consultant would be precluded from participation in any subsequent carriage of City insurance services and could therefore act as an independent advisor to the City on any subsequent insurance proposals.

I also propose that the Chief Administrative Officer together with myself and the staff of the Departments of Culture and Recreation, Law, Public Works and H.E.C.F.I. undertake an in-house review of the organization and operation of the City's insurance/risk management functions to ensure that this service is being provided as effectively as possible.

It is estimated that both the consultant's and the in-house review could be completed by December 31, 1992.

Coverage under existing insurance policies terminate at various times of the year. Therefore, in order to allow sufficient time for review of the results of the studies and the possible acquisition of new insurance coverage, it is recommended that the Treasurer be authorized to extend all existing insurance coverage to March 31, 1993.

- c.c. J. Pavelka, Chief Administrative Officer
B. Sugden, Director of Culture and Recreation
P. Noé Johnson, City Solicitor
D. Lobo, Director of Public Works
G. Macaluso, Managing Director, H.E.C.F.I.
P. G. Baker, General Manager, Parking Authority
B. Guise, Administrator of Finance - Library
M. Mascarenhas, General Manager, Housing

CITY OF HAMILTON
- INFORMATION -

15b

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: VEHICLE LEASING VS. PURCHASE

BACKGROUND:

A report on the "Replacement of Mobile Equipment in 1992", which contained lists of vehicles and equipment to be replaced by the City Garage car pool and Fleet Services, was approved by your Committee and City Council in May.

In order to evaluate the option of vehicle leasing as opposed to the purchase of vehicles, we will be tendering the supply of applicable vehicles included in the lists for prices on both purchase and leasing. This will give us information necessary to explore the options with respect to cost and other factors for partial or complete leasing of vehicles compared to ownership and purchase of replacement vehicles from the Reserve for Depreciation.

A report and recommendation as requested by your Committee will be submitted following this review.


Allan C. Ross

c.c. Joe Pavelka, C.A.O.
Guilio Dibacco, Supervisor City Garage
Tom Bradley, Manager of Purchasing

15c.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Allan C. Ross
Treasurer

SUBJECT:

WRITE-OFF OF OUTSTANDING BUSINESS TAXES

RECOMMENDATION:

That outstanding business taxes in the amount of \$163,572.97, be written off in accordance with Section 495 of The Municipal Act, R.S.O., 1980, and charged to Account CH53401-24106, Tax Write-Offs.


.....
Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation

BACKGROUND:

Attached is a schedule outlining business tax accounts which are, in my opinion, uncollectible.

This schedule is summarized as follows.

.....2

City of Hamilton
Treasury

Amount
Recommended to
be written off

SCHEDULE OF BUSINESS TAXES

CATEGORY A - Accounts improperly assessed or out of business where deadline for appeal has expired	NIL
CATEGORY B - Accounts assigned to the Collection Agency	\$147,268.34
CATEGORY C - Advised by Trustee - Bankruptcy/ In Receivership no funds available for distribution	<u>16,304.63</u>
TOTAL	\$163,572.97 =====

We anticipate that due to the current economic conditions, the write-off of uncollectible business tax accounts in 1992 will be substantially greater than historic levels. A report will be prepared for the July Finance Committee meeting outlining the status of realty and business tax arrears and the collection procedures currently in use by the Treasury Department.

1992 June 10

TAB/ce

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
7	01 00110 8020 0040 901 2	Petrovich, Anthony T/A Continental Rest. 1837 Main St. West	142.35	759.36	.00	.00	901.71	Out of Business Unable to locate owner
7	01 00110 8020 0040 901 3	Petrovich, Anthony T/A Continental Rest. 1837 Main St. West	641.55	1,656.34	.00	.00	2,297.89	Out of Business Unable to locate owner
8	01 00420 8960 0080 921 1	Tropical Grove Just One Family Rest. 1335 Main St. West	88.62	1,181.35	.00	.00	1,269.97	Corporation Out of Business - No Assets
8	01 00420 8960 0080 921 2	Tropical Grove Just One Family Rest. 1335 Main St. West	300.93	1,146.00	.00	.00	1,446.93	Corporation Out of Business - No Assets
9	02 01445 2940 0020 921 1	Alba Collision Services 140 Jackson St. E.	310.59	1,847.24	.00	.00	2,157.83	Corporation Out of Business - No Assets
9	02 01445 2940 0020 921 2	Alba Collision Services 140 Jackson St. E.	567.36	1,791.95	.00	.00	2,359.31	Corporation Out of Business - No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number (1)</u>	<u>Business Serial No. (2)</u>	<u>Name and Business Address (3)</u>	<u>Prior Years Penalty & Interest (4)</u>	<u>Prior Years Arrears (5)</u>	<u>Current Years Penalty & Interest (6)</u>	<u>Current Years Arrears (7)</u>	<u>Taxes Outstanding (8)</u>	<u>Remarks (9)</u>
9	02 01445 2940 0020 921 3	Alba Collision Services 140 Jackson St. E.	743.97	1,591.78	.00	.00	2,335.75	Corporation Out of Business No Assets
9	02 01445 2940 0020 921 4	Alba Collision Services 140 Jackson St. E.	907.59	1,469.77	.00	.00	2,377.36	Corporation Out of Business No Assets
9	02 01445 2940 0020 921 5	Alba Collision Services 140 Jackson St. E.	1,060.74	1,383.56	.00	.00	2,444.30	Corporation Out of Business No Assets
9	02 01445 2940 0020 921 6	Alba Collision Services 140 Jackson St. E.	1,147.74	1,250.47	.00	.00	2,398.21	Corporation Out of Business No Assets
9	02 01445 2940 0020 921 7	Alba Collision Services 140 Jackson St. E.	1,095.20	1,095.30	.00	.00	2,190.50	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number</u> (1)	<u>Business Serial No.</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty & Interest</u> (4)	<u>Prior Years Arrears</u> (5)	<u>Current Years Penalty & Interest</u> (6)	<u>Current Years Arrears</u> (7)	<u>Taxes Outstanding</u> (8)	<u>Remarks</u> (9)
11	02 01445 9360 0100 921 1	Sutton Group - Jewel Rea Hamilton Ltd. 96 Main St. E., U.4	794.55	4,725.39	.00	.00	5,519.94	Corporation Out of Business No Assets
11	02 01445 9360 0100 921 2	Sutton Group - Jewel Rea Hamilton Ltd. 96 Main St. E., U.4	1,317.90	4,583.98	.00	.00	5,901.88	Corporation Out of Business No Assets
11	02 01445 9360 0101 921 1	Sutton Group - Jewel Rea Hamilton Ltd. 96 Main St. E., U.4	160.32	953.48	.00	.00	1,113.80	Corporation Out of Business No Assets
11	02 01445 9360 0101 921 2	Sutton Group - Jewel Rea Hamilton Ltd. 96 Main St. E., U.4	265.88	924.95	.00	.00	1,190.83	Corporation Out of Business No Assets
12	02 01450 1000 3900 911 1	Creative Advantage 100 Main St. E., Ste. 3900	1,013.84	6,507.78	.00	.00	7,521.62	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number</u> (1)	<u>Business Serial No.</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty Interest & (4)</u>	<u>Prior Years Arrears (5)</u>	<u>Current Years Penalty Interest & (6)</u>	<u>Current Years Arrears (7)</u>	<u>Taxes Outstanding (8)</u>	<u>Remarks</u> (9)
13	02 01530 0520 0080 911 1	Zissopoulos, Joanna Palaskas, Anna The Agro Restaurant 1 Wilson St., U.12	83.82	1,117.79	.00	.00	1,201.61	Out of Business Unable to locate Owner
13	02 01530 0520 0080 911 2	Zissopoulos, Joanna Palaskas, Anna The Agro Restaurant 1 Wilson St., U. 12	754.77	2,384.27	.00	.00	3,139.04	Out of Business Unable to locate Owner
13	02 01530 0520 0080 911 3	Zissopoulos, Joanna Palaskas, Anna The Agro Restaurant 1 Wilson St., U. 12	896.30	2,117.93	.00	.00	3,014.23	Out of Business Unable to locate Owner
14	02 01530 0520 0100 921 1	G A T Weight Loss Physicians Weight Loss 1 Wilson St., U.2	503.47	3,661.27	.00	.00	4,164.74	Corporation Out of Business No Assets
15	03 02230 6550 0040 911 2	Jacome, John Sr. Jacome, John Jr. J & Son Auto Body 64 Munroe Street	118.75	500.03	.00	.00	618.78	Out of Business Unable to locate Owner

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
16	03 02540 4770 0030 911 2	752455 Ontario Ltd. T/A Fashion Two Twenty 810 Main St. East	243.15	768.29	.00	.00	1,011.44	Corporation Out of Business No Assets
16	03 02540 4770 0030 911 3	752455 Ontario Ltd. T/A Fashion Two Twenty 810 Main St. East	117.00	312.25	.00	.00	429.25	Corporation Out of Business No Assets
16	03 02540 4770 0031 911 2	752455 Ontario Ltd. T/A Fashion Two Twenty 810 Main St. East	71.43	225.34	.00	.00	296.77	Corporation Out of Business No Assets
16	03 02540 4770 0031 911 3	752455 Ontario Ltd. T/A Fashion Two Twenty 810 Main St. East	34.20	91.58	.00	.00	125.78	Corporation Out of Business No Assets
17	03 02655 1550 0100 921 1	Rantone Biomedical Ltd. 771 Barton St. East	31.95	284.05	.00	.00	316.00	Corporation Out of Business No Assets
18	04 03155 5400 0020 911 1	738461 Ontario Inc. T/A Luvlees 229 Kenilworth N.	1,130.82	4,403.10	.00	.00	5,533.92	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
18	04 03155 5400 0020 911 2	738461 Ontario Inc. T/A Luvlees 229 Kenilworth N.	2,065.50	6,524.01	.00	.00	8,589.51	Corporation Out of Business No Assets
18	04 03155 5400 0020 911 3	738461 Ontario Inc. T/A Luvlees 229 Kenilworth N.	2,033.28	5,082.94	.00	.00	7,116.22	Corporation Out of Business No Assets
19	05 04010 1150 0060 891 3	Whitley, Lee Lee's Construction 550 Rennie St.	549.57	1,176.20	.00	.00	1,725.77	Many Outstanding Suits & Judgements
19	05 04010 1150 0060 891 4	Whitley, Lee Lee's Construction 550 Rennie St.	509.63	994.05	.00	.00	1,503.68	Many Outstanding Suits & Judgements
20	05 04810 1060 0020 921 1	Trans Tire (1990) Incorporated 2345 Barton St. E.	190.26	1,691.30	.00	.00	1,881.56	Corporation Out of Business No Assets
21	05 04810 5645 0120 911 2	718726 Ontario Inc. O/A National Safety 35 Goderich Rd., U.6	84.84	565.99	.00	.00	650.83	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
22	05 04810 7370 0050 921 1	Steele, Michael T/A Handy Moves 410 Lake Ave. N.	207.54	1,234.44	.00	.00	1,441.98	Out of Business Unable to locate Owner
22	05 04810 7370 0050 921 3	Steel, Michael T/A Handy Moves 410 Lake Ave. N.	27.00	240.27	.00	.00	267.27	Out of Business Unable to locate Owner
23	05 04810 8280 0020 911 1	B & E Oversize Loads 365 Grays Road	190.86	1,134.89	.00	.00	1,325.75	Corporation Out of Business No Assets
24	05 04810 9650 0020 901 3	Sunday Windows 485 Grays Rd., U.8	543.79	1,729.88	.00	.00	2,273.67	Corporation Out of Business No Assets
25	05 05010 0280 0060 921 2	Boden, William 744 Rennie St.	37.24	156.87	.00	.00	194.11	Out of Business Unable to locate Owner
26	05 05010 0280 0080 891 3	Freeborn Haulage 433 Rennie St.	185.60	742.37	.00	.00	927.97	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number</u> (1)	<u>Business Serial No.</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty & Interest (4)</u>	<u>Prior Years Arrears (5)</u>	<u>Current Years Penalty & Interest (6)</u>	<u>Current Years Arrears (7)</u>	<u>Taxes Outstanding (8)</u>	<u>Remarks</u> (9)
26	05 05010 0280 0080 911 2	Freeborn Haulage 748 Rennie St.	62.51	263.55	.00	.00	326.06	Corporation Out of Business No Assets
26	05 05010 0310 0040 891 3	Freeborn Haulage 748 Rennie St.	68.00	272.36	.00	.00	340.36	Corporation Out of Business No Assets
26	05 05010 0310 0060 891 3	Freeborn Haulage 748 Rennie St.	200.60	802.17	.00	.00	1,002.77	Corporation Out of Business No Assets
26	05 05010 0310 0060 911 2	Freeborn Haulage 748 Rennie St.	185.44	780.96	.00	.00	966.40	Corporation Out of Business No Assets
27	05 05010 5080 0020 921 2	Kirkpatrick, Diana 588 Corbett St.	12.96	42.92	.00	.00	55.88	Out of Business Unable to locate Owner
28	06 05810 1545 0010 902 2	Howey, James P. O. Box 8093 Dundas, Ont.	61.74	274.73	.00	.00	336.47	Out of Business Unable to locate Owner

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
29	06 07210 3600 0150 911 1	Trinidad, Allan Primerica Financial 1405 Upper Ottawa	17.28	460.93	.00	.00	478.21	Out of Business Unable to locate Owner
30	06 07210 5680 0040 911 1	Noack, Michael Hamilton Cedar Supplies 163 Powerline Ct.	195.72	1,163.65	.00	.00	1,359.37	Corporation Out of Business No Assets
30	06 07210 5680 0040 911 2	Noack, Michael Hamilton Cedar Supplies 163 Powerline Ct.	64.08	284.52	.00	.00	348.60	Corporation Out of Business No Assets
31	06 07210 5890 0040 921 1	Mitton, Douglas Vajdec, Alotz Uro Tile 75 Lancing Dr. UC	173.37	1,030.92	.00	.00	1,204.29	Corporation Out of Business No Assets
31	06 07210 5890 0040 921 2	Mitton, Douglas Vajdec, Alotz Uro Tile 75 Lancing Dr. UC	189.20	757.13	.00	.00	946.33	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number</u> (1)	<u>Business Serial No.</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty & Interest</u> (4)	<u>Prior Years Arrears</u> (5)	<u>Current Years Penalty & Interest</u> (6)	<u>Current Years Arrears</u> (7)	<u>Taxes Outstanding</u> (8)	<u>Remarks</u> (9)
32	06 07210 5920 0020 911 1	Adria Refrigeration Heating 45 Lancing Dr U2	241.05	1,433.54	.00	.00	1,674.59	Corporation Out of Business No Assets
32	06 07210 5920 0020 911 2	Adria Refrigeration Heating 45 Lancing Dr U2	47.70	212.04	.00	.00	259.74	Corporation Out of Business No Assets
33	06 07210 5920 0060 912 1	Davies Auto Sales 207 Kenilworth N.	70.65	628.37	.00	.00	699.02	Corporation Out of Business No Assets
34	06 07210 6160 0020 911 1	714643 Ontario Inc. Classic Lifestyles 220 Nebo Rd., Unit 2	321.36	1,911.40	.00	.00	2,232.76	Corporation Out of Business No Assets
35	06 07210 6180 0030 901 2	Sabels Bathrooms Ltd. 240 Nebo Rd. U.3	212.70	1,134.06	.00	.00	1,346.76	Corporation Out of Business No Assets
36	06 07210 7005 0050 902 2	Moving Violations 1157 Rymal Rd. E U5	170.66	593.72	.00	.00	764.38	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
36	06 07210 7005 0051 902 2	Moving Violations 1157 Rymal Rd. U5	43.47	151.13	.00	.00	194.60	Corporation Out of Business No Assets
37	06 07310 5440 0040 901 2	Bertrand, Lawrence Aqua Pumps & Equipment 1500 Upper Ottawa	5.10	26.93	.00	.00	32.03	Out of Business Unable to locate Owner
38	07 06760 2730 0110 911 2	846242 Ontario Inc. c/o Mr. Kaplan 2571 Jefferson Ave.	224.16	708.20	.00	.00	932.36	Corporation Out of Business No Assets
38	07 06760 2730 0110 911 3	846242 Ontario Inc. c/o Mr. Kaplan 2571 Jefferson Ave.	89.90	248.19	.00	.00	338.09	Corporation Out of Business No Assets
39	07 08120 0610 0020 891 3	Alfredo's Pizza 441 Fennell Ave. E.	201.12	670.03	.00	.00	871.15	Corporation Out of Business No Assets
40	07 08130 4620 0040 921 1	886476 Ontario Inc. T/A Choice Automobiles 473 Upper Wellington	52.92	705.71	.00	.00	758.63	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
40	07 08130 4620 0040 921 2	886476 Ontario Inc. T/A Choice Automobiles 473 Upper Wellington	293.38	1,150.05	.00	.00	1,443.43	Corporation Out of Business No Assets
41	07 08330 8020 0080 901 2	Trink Ninette Trink Delyse Shoe Bargain Centre 880 Upper Wentworth	351.31	1,478.87	.00	.00	1,830.18	Corporation Out of Business No Assets
42	07 08610 2470 0070 861 6	Thirty King East Bingo Palace 1565 Upper James	3,077.98	3,675.03	.00	.00	6,753.01	Corporation Out of Business No Assets
43	07 08820 0610 0020 901 2	Carpita Corporation 1,404.00 Factory Carpet Outlet 969 Upper James	.00	8,639.84	.00	.00	10,043.84	Corporation Out of Business No Assets
44	07 09310 8750 0020 901 2	383279 Ontario Ltd. Givner Carpets 892 Upper James	55.50	296.27	.00	.00	351.77	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
45	08 09510 5240 0020 911 1	603947 Ontario Ltd. Thompson Esso 1600 Upper James	548.67	3,263.08	.00	.00	3,811.75	Corporation Out of Business No Assets
45	08 09510 5240 0020 911 2	603947 Ontario Ltd. Thompson Texaco 648 King St. West	1,002.24	3,165.43	.00	.00	4,167.67	Corporation Out of Business No Assets
45	08 09510 5240 0020 911 3	603947 Ontario Ltd. Thompson Texaco 648 King St. West	1,397.25	4,140.27	.00	.00	5,537.52	Corporation Out of Business No Assets
46	08 10410 7800 0070 901 3	Patterns & Paint Inc. 919 Upper Paradise	376.83	806.38	.00	.00	1,183.21	Corporation Out of Business No Assets
46	08 10410 7800 0071 901 3	Patterns & Paint Inc. 919 Upper Paradise	121.89	261.17	.00	.00	383.06	Corporation Out of Business No Assets
46	08 10410 7800 0071 901 4	Patterns & Paint Inc. 919 Upper Paradise	3.60	6.68	.00	.00	10.28	Corporation Out of Business No Assets

City of Hamilton
Treasury

**CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Item Number</u> (1)	<u>Business Serial No.</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty Interest (4)</u>	<u>Prior Years Arrears (5)</u>	<u>Current Years Penalty & Interest (6)</u>	<u>Current Years Arrears (7)</u>	<u>Taxes Outstanding (8)</u>	<u>Remarks</u> (9)
47	08 10710 6710 0080 871 5	Sleepy Hollow (Babies Supplies) 2675 Alta Vista Dr.	445.20	635.73	.00	.00	1,080.93	Corporation Out of Business No Assets
47	08 10710 6710 0081 871 5	Sleepy Hollow (Babies Supplies) 2675 Alta Vista Dr.	75.04	107.05	.00	.00	182.09	Corporation Out of Business No Assets
48	03 02020 5120 0020 911 1	Beacon Hill Lodge 195 West Mall, Ste. 600	188.19	1,119.41	.00	.00	1,307.60	Corporation Out of Business No Assets
49	03 02375 0040 0020 921 1	Canam Mortgage 464 Barton St. East	54.18	481.26	.00	.00	535.44	Corporation Out of Business No Assets
TOTAL CATEGORY "B"			33,476.85	113,791.49	.00	.00	147,268.34	

City of Hamilton
Treasury

CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
1	01 00130 0430 0020 921 1	880466 Ontario Inc. Gliders Restaurant 1705 Main St. West	1,169.82	6,957.57	.00	.00	8,127.39	Scott & Pichelli Trustee
1	01 00130 0430 0020 921 2	880466 Ontario Inc. Gliders Restaurant 1705 Main St. West	907.02	4,031.12	.00	.00	4,938.14	Scott & Pichelli Trustee
1	01 00130 0430 0021 921 1	880466 Ontario Inc. Gliders Restaurant 1705 Main St. West	132.75	789.78	.00	.00	922.53	Scott & Pichelli Trustee
1	01 00130 0430 0021 921 2	880466 Ontario Inc. Gliders Restaurant 1705 Main St. West	102.96	457.59	.00	.00	560.55	Scott & Pichelli Trustee
2	03 02325 4920 0020 911 1	Davidson, Marilyn Gilmour, Anna Rainbow Florist 899 King St. East	7.60	76.21	.00	.00	83.81	Henry Vine Trustee

City of Hamilton
Treasury

**CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/IN RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
2	03 02325 4920 0020 911 2	Davidson, Marilyn Gilmour, Anna Rainbow Florist 899 King St. East	10.03	47.33	.00	.00	57.36	Henry Vine Trustee
3	05 04810 5630 0040 911 1	722808 Ontario Inc. O/A Atoz Trailer P. O. Box 515	6.09	69.84	.00	.00	75.93	Ontario Para-Legal Bankruptcy
3	05 04810 5630 0040 911 2	722808 Ontario Inc. O/A Atoz Trailer P. O. Box 515	1.52	6.48	.00	.00	8.00	Ontario Para-Legal Bankruptcy
4	05 04810 5650 0050 901 3	707281 Ontario Inc. Tri-County Brick 20 Hughson St. S.	123.05	428.25	.00	.00	551.30	Quon & Associates Trustee
4	05 04810 5650 0051 901 3	707281 Ontario Inc. Tri-County Brick 20 Hughson St. S.	58.42	203.56	.00	.00	261.98	Quon & Associates Trustee

City of Hamilton
Treasury

**CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/IN RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION**

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Item Number (1)	Business Serial No. (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
4	05 04810 5650 0051 901 4	707821 Ontario Inc. Tri-Acme Brick 20 Hughson St. S.	.84	1.76	.00	.00	2.60	Quon & Associates Trustee
5	06 07210 7005 0040 891 3	Burns, Dale Dales Variety & Deli 1157 Rymal Rd. East	25.26	118.41	.00	.00	143.67	Dunwoody Limited Trustee
6	08 09310 9380 0320 891 3	Gordon, Kenneth T/A Gordon & Associates 40 Colonia Cres.	22.31	549.06	.00	.00	571.37	Harris & Partners Trustee
TOTAL CATEGORY "C"			2,567.67	13,736.96	.00	.00	16,304.63	

City of Hamilton
Treasury

WARD SUMMARY OF OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

<u>Ward</u> <u>(1)</u>	<u>Penalty & Interest</u> <u>(2)</u>	<u>Prior Years</u> <u>Arrears</u> <u>(3)</u>	<u>Penalty & Interest</u> <u>(4)</u>	<u>Current Year</u> <u>Arrears</u> <u>(5)</u>	<u>Taxes</u> <u>Outstanding</u> <u>(6)</u>	<u>Number of</u> <u>Accounts</u> <u>(7)</u>
01	3,486.00	16,979.11	.00	.00	20,465.11	3
02	11,624.04	37,406.91	.00	.00	49,030.95	6
03	876.48	3,905.75	.00	.00	4,782.38	6
04	5,229.60	16,010.05	.00	.00	21,239.65	1
05	3,245.76	12,538.11	.00	.00	15,783.87	11
06	1,839.34	10,181.48	.00	.00	12,020.82	11
07	5,694.77	17,275.92	.00	.00	22,970.69	6
08	4,048.53	13,231.12	.00	.00	17,279.65	5
TOTALS	36,044.52	127,528.45	.00	.00	163,572.97	47

1992 May 27

TAB/ce

15d.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee


FROM: Allan C. Ross
Treasurer

SUBJECT: COLLECTION OF ACCOUNTS FROM TENANTS OF
MAJOR PARK FACILITIES AND CONCESSION
AREAS

RECOMMENDATION:

That in order to improve the collection of accounts from tenants of major park facilities and concession areas in future agreements with the City:

- 1) A security deposit be required equal to the estimated annual revenues and any miscellaneous costs to be recovered by the City for the operation of the facility.
- 2) The security be lodged with the City Treasurer prior to any use of the facilities by the tenant.
- 3) The security be in the form of cash, certified cheque, letter of credit, or other instrument satisfactory to the City Treasurer.
- 4) Billing processes be reviewed to ensure that the Treasury Department receive the information on a more timely basis in accordance with the agreements or in accordance with the actual use of the facility if the agreement has not been finalized.


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Reduce the risk of loss of revenue if tenant defaults on rental agreement.

1992 June 18

Susan K. Reeder, Secretary
Finance and Administration Committee - Page 2

BACKGROUND:

The City of Hamilton has agreements with a number of major tenants for the use of facilities including the Hamilton Redbirds, the Hamilton Tiger Cats, and concessionaires at Chedoke and Kings Forest Golf Courses.

While the Culture and Recreation Department issue permits for the users of their facilities where agreements are not involved and collection of the rent is made in advance, this does not appear to be workable in the case of these major tenants since most of them rely on the revenues from these events or in the case of concessionaires, from the operation of the business, in order to meet their financial obligations to the City and other creditors. In such cases, agreements are put in place to govern required payments and collection responsibilities rest with the Treasury Department.

After reviewing the existing agreements for the rental of such facilities from the City, it has become apparent that there is an ongoing administrative problem with the actual collection of some of these accounts. While the agreements vary as to payment due dates, in many cases the tenants are unable to make payment on the dates set out in the agreements for various reasons and the Treasury Department is often asked to accept payment arrangements or accept a promise to pay from the operator at some later date. This leaves the staff and the City in a vulnerable position because if payment does not follow, the City under the present arrangements has no recourse but to pursue collection through a collection agency or the Law department. This is not only costly but there is also no guarantee that the debt will be recovered. Furthermore, such disputes frequently include the potential for disruptions of services in the event of non-payment - services which are critical to the operation of these tenants.

Many of the agreements require, in addition to the basic rental fee for the use of the facility, a further payment based on percentage of gross sales including souvenir items, food and beverage, etc. and submission of audited or certified statements to the City on which these calculations are to be based. This also presents administrative problems for the Treasury Department because the tenants fiscal period may not align with the requirements for submission of these documents under the agreement, special audits for this purpose are very costly to the tenant, and the Treasury Department has had great difficulty getting this information on a timely basis in the past.

Another area which causes difficulty is the billing process for the rental of the facility and the recovery of other costs incurred by the City from the operation of these events. Most of the existing agreements provide that the tenant or operator is to make payment within a certain number of days after the event or on a predetermined payment schedule although in many cases this condition is not met. There are also normal delays encountered in getting information from different sources for clean up costs, practise times, etc. that require invoicing and delay the collection process even further.

1992 June 18

Susan K. Reeder, Secretary

Finance and Administration Committee - Page 3

BACKGROUND: - continued

In order to alleviate the administrative problems we have encountered in dealing with these types of agreements and ensure that in future the City receives the appropriate revenues and cost recoveries from the use of these facilities, I am proposing that we take the following action:

- 1) Adopt a policy of requiring security from the tenants of all major park facilities, and concession areas where agreements with the City are involved, equal to the estimated annual revenues and other costs to be recovered by the City from the tenant. At the present time, the amount of the security deposit varies between tenants and in most cases the amount is insufficient to cover these amounts. Under this procedure, the City would be in a position to draw on the security in the event of default and would not be left vulnerable should the operation cease during the term of the agreement. We would also incur a minimum amount of costs for collection and administration in the event of default under this arrangement.
- 2) The security be lodged with the Treasurer prior to the use of any of these facilities by the tenant. The Culture and Recreation Department would be required to monitor this situation closely to ensure that the required deposit was received by the Treasurer prior to use. I would also suggest that this policy apply whether or not the proposed agreement has been executed by the City.
- 3) The security deposit be in the form of cash, certified cheque, letter of credit or some other form of security acceptable to the Treasurer.
- 4) The City consider charging a flat fee for the use of these facilities and concession areas. As outlined above, we have had great difficulty in the past obtaining audited financial statements from these tenants for various reasons and using a flat rate fee would simplify these administration procedures, and eliminate the need for the tenants to incur extra costs associated with special audits to satisfy the City's requirements in this area. This should be considered on a case by case basis and may be particularly beneficial for agreements of lower revenue value where audit and administrative costs are relatively higher.
- 5) The billing processes be reviewed to ensure that the Treasury Department receives the information on a timely basis in accordance with the provisions of the agreements or in accordance with the actual use of the facility if no agreement has been finalized.

These proposals would contribute to substantial improvements in administrative problems involved with such accounts. In the event that these provisions or other collection efforts are not successful in handling specific circumstances, a report will be prepared to the respective standing committee advising of the specific circumstances and obtaining the committee's direction in resolving the matter.

c.c. R. Sugden, Director, Culture and Recreation Department

"Copy sent to J. Thompson, Manager, Legislative Division,
City Clerks Department; S. Glover, Legislative Assistant,
City Clerks Department and C. Coutts, Legislative Assistant,
City Clerks Department - 1992 June 15th."

CITY OF HAMILTON

- INFORMATION -

JUN 11 1992

DATE: 1992 June 10

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF HOSTING, RECEPTIONS AND
RELATED ACCOUNTS

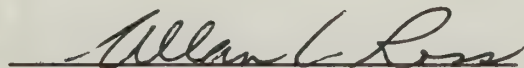
BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at
May 31, 1992, with a comparison to the year 1991:

<u>1991</u>			<u>1992</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$50,000.00	\$48,000.00	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$ 3,354.37	\$12,645.63
10,000.00	8,036.18	Receptions - City Hall	10,000.00	5,295.03	4,704.97
48,000.00	47,130.44	Special Civic Receptions and Delegation Hosting	40,000.00	17,714.21	22,285.79
15,000.00	10,982.04	Civic Pins, Medals and Rings	15,000.00	8,792.04	6,207.96
<u>3,910.00</u>	<u>7,952.99</u>	Use of City Hall	<u>3,910.00</u>	<u>3,917.74</u>	<u>(7.74)</u>
<u>\$126,910.00</u>	<u>\$122,101.65</u>	- Outside Groups	<u>\$84,910.00</u>	<u>\$39,073.39</u>	<u>\$45,836.61</u>

Please note the "Use of City Hall - Outside Groups" account is in overdraft, however the bottom-line total of the five accounts is within budget.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.



Allan C. Ross

Attachment

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended May 31, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
92/02/25	Children's International Games Lausanne, Switzerland - March 18 - 22, 1992 (Bob Sugden, Director of Culture & Recreation)	2,154.37	
	Total Expended	-----	2,154.37
	Add: Commitments		
92/05/12	Ontario Recreation Forum-Conference Hamilton, Ontario - May 7-9, 1992	1,200.00	
	Total Committed		1,200.00
	Total Actual Expended and Committed to date		----- 3,354.37
	LESS: Appropriation		----- 16,000.00
	SURPLUS (DEFICIT)		----- 12,645.63 =====

City of Hamilton
 RECEPTIONS - CITY HALL
 Account CH 55313 84010
 for the period ended May 31, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
160418	92/01/10	Mayor's Office	7.77
161035	92/01/25	Ukrainian Independance Day	490.62
161035	92/01/26	Mayor's Office - Associazione Musicale	626.70
161801	92/01/28	Mayor's Office	11.66
161801	92/01/29	Mayor's Office	21.86
161801	92/01/29	Mayor's Office	15.54
163300	92/02/18	Mayor's Office	37.46
165018	92/03/04	Mayor's Office	599.40
165018	92/03/06	Mayor's Office	116.55
165018	92/03/11	Mayor's Office	15.54
165018	92/03/11	Mayor's Office	219.50
165018	92/03/12	Mayor's Office	15.54
165018	92/03/13	Mayor's Office	84.25
165018	92/03/13	Mayor's Office	15.54
166034	92/03/17	Mayor's Office	15.54
166377	92/04/02	Mayor's Office	15.43
166377	92/03/21	Mayor's Office - Race Relation Committee	380.28
166377	92/03/24	Mayor's Office	15.54
167352	92/04/08	Mayor's Office	7.77
167352	92/04/09	Mayor's Office	24.86
168076	92/04/12	Mayor's Office - Jewish Community Centre	339.61
168076	92/04/07	Mayor's Office	190.48
168437	92/04/26	Mayor's Office	140.86
168437	92/04/21	Mayor's Office	38.85
168437	92/04/24	Mayor's Office	19.53
168707	92/04/28	Mayor's Office	646.41
168707	92/04/28	Mayor's Office	25.53
168707	92/04/29	Mayor's Office	109.89
168707	92/04/30	Mayor's Office	20.21
168707	92/05/02	Mayor's Office	240.54
169428	92/05/05	Mayor's Office	376.06
169428	92/05/06	Mayor's Office	202.58
169428	92/05/06	Mayor's Office	66.27
169428	92/05/10	Mayor's Office	140.86
Total Actual Expended to Date			5,295.03
LESS: Appropriation			10,000.00
SURPLUS (DEFICIT)			4,704.97

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended May 31, 1992

COUNCIL MEETING -----	DESCRIPTION -----	AMOUNT \$ -----	TOTAL \$ -----
	Reception for the Commisioner of Employment Equity	614.34	
92/03/31	2nd Annual Steel City Senior Bowl	1,000.00	
92/03/31	Dr. Elena Bonner, The Bertrand Russel Peace Lecturer	799.20	
	Italian General Avarello	440.08	
92/04/28	Royal Hamilton Military Institute General Crerar, Brigadier Todd & Family	268.29	
	Royal Connaught Hotel - Breakfast M.O.E. Citizen Committee	217.48	
	Hamilton Convention Centre - Royal Bank V.P.'S Breakfast/Meeting - May 11, 1992	216.90	
92/05/12	Hamilton Convention Centre Luncheon/Reception - May 14, 1992 Roberta Bondar	2,182.92	
	Total Expended	-----	5,739.21
	ADD: Commitments		
92/02/25	Hamilton International Air Show June 20 - 21, 1992	8,000.00	
92/03/31	National Conference Canadian Association of Elizabeth Fry Societies June 11, 1992	600.00	
92/04/28	Academic Folklore Group from Ljubljana, Slovenia August 20, 1992	375.00	
	1992 Canada Cup of Wrestling & Olympic Team July 1, 1992	3,000.00	
	Total Committed	-----	11,975.00
	Total Actual Expended and Committed to date		----- 17,714.21
	LESS: Appropriation		----- 40,000.00
	SURPLUS (DEFICIT)		----- 22,285.79 =====

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended May 31, 1992

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
-----	-----	-----
161389	1 - 10k Man's Civic Ring & 1 - 5pt C Diamong & Box	322.04
162471	5 - 10k Man's Civic Ring & 5 Boxes	1,138.47
162471	63 Civic Pins & 63 Boxes	1,494.40
L306919	Civic Award	(235.90)
164444	24 - GF Civic Pinette & 24 Boxes	569.30
165800	5-10K Civic Rings - School Pins/Rings	2,497.50
168428	2 - 5pt Genuine Ruby, 2 - 5pt Diamond W/Collet	
	7 - 5pt Diamond	962.37
169865	7 - 10k Man's Civic Ring & 7 Boxes	1,593.86

	Total Actual Expended to Date	8,342.04
	ADD: Commitments	450.00

	Adjusted Total	8,792.04
	Less: Appropriation	15,000.00

	SURPLUS (DEFICIT)	6,207.96
		=====

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended May 31, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$

162713	92/01/24	Heaven Piano Co. - Tuning & Lubricate Pedal	278.61
161873	92/02/06	Heaven Piano Co. - Tuning & Adjusting Piano	310.80
JV01055	92/01/25	Ukranian Function	489.84
JV01080	92/01/19	Associazione Musicale	92.90
JV02040	92/02/14	Mundialization Interfaith	167.21
JV02041	92/02/14	Ukranian Independence Day	69.67
JV02041	92/02/14	Associazione Musicale Rehearsals	202.38
JV02043	92/02/14	Interfaith Meeting	160.70
JV03079	92/03/07	Congress of Black Women	209.01
JV04129	92/04/12	Humanitarian Awareness	195.07
JV04129	92/04/11	Aides Network	414.53
JV05009	92/04/25	High School Oratorial Contest	139.34
JV05009	92/04/25	Croatian Peace Rally	62.70
JV05009	92/04/26	Great Ride to Beat Cancer	195.07
JV05155	92/05/02	Polish Proclamation	83.60
JV05149	92/05/10	High School Oratorial Contest	111.47

Total Actual Expended to Date			3,182.90
ADD: Commitments			
170590	92/05/04	Portable Sound System Set-up for Day of Mourning Dedication - April 28, 1992	205.35
JV06033	92/06/05	Boy Scout Parade & Croation Union	209.01
JV06023	92/06/05	Ukrainian Canadian Congress	111.47
JV06023	92/06/05	Hamilton Aides Network	209.01

Adjusted Total			3,917.74
LESS: Appropriation			3,910.00

SURPLUS (DEFICIT)			(7.74)
			=====

159.

CITY OF HAMILTON
- INFORMATION -

JUN 11 1992

DATE: 1992 June 10

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND
EXPENDITURES AS AT MAY 31, 1992

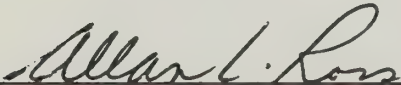
BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account for the period ending May 31, 1992.

<u>1991</u>					<u>Balance</u>
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Available</u>
				<u>to date</u>	<u>(to come)</u>
\$(50,000.00)	\$(41,263.73)	Unclassified Revenue	\$(50,000.00)	\$(10,114.28)	\$(39,885.72)
75,000.00	106,568.53	Unclassified Expenditures	65,000.00	29,036.37	35,963.63

It should be noted that Unclassified Expenditures were reduced by \$10,000.00 during the budget review, to \$65,000.00, in comparison with the year 1991 where an overdraft of \$31,568.53 occurred.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


Allan C. Ross

Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT MAY 31, 1992

CENTRE NUMBER:CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	2,420.70
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SALES:

Photocopier Revenue	0.00
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MISCELLANEOUS:

Absences - Local 167	7,900.27
Cheques Written Off/Reinstated	(300.00)
Witness Fees	50.00
Sales Tax	40.00
Other Revenues	3.31

Total Revenue To Date	10,114.28
-----------------------	-----------

Less: Appropriation	50,000.00
---------------------	-----------

Surplus (Deficit)	39,885.72
-------------------	-----------

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT MAY 31, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,078.23
Finance and Administration Committee	2,361.02
Parks and Recreation	1,317.50
Planning and Development	1,843.29
Transport and Environment Committee	899.16
Keep Hamilton Clean Citizen's Committee	132.53
Crystal Palace Subcommittee	502.04
Golf Subcommittee	127.75
Hamilton Historical Board	1,654.27
Citizen Advisory	147.29
Committee of Adjustment	353.16
CAIP Subcommittee	43.29
Non Profit Housing	249.13
Hamilton Housing Corporation	15.98
License Subcommittee	546.52
Farmers Market Subcommittee	320.36
English Subcommittee	131.96
French Subcommittee	1,114.71
Taxicab Taskforce Subcommittee	508.65
Property Standards Subcommittee	11.38
Current Budget Subcommittee	16.21
Information Systems	52.50
Mundialization Committee	381.00
Football Hall of Fame	705.87
Canusa Games Committee	617.99
Civic Charity Committee	76.59
Management Team	50.95
Hamilton Arts Award	1,020.59
One Tier Review Committee	209.95

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT MAY 31, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

MISCELLANEOUS

258 Beach Blvd. - Maintenance Charges	346.70
Flowers & Wreaths	87.97
By-law Registration	397.00
Parking and Cab expenses	219.18
Hydro Charges - Road Sign	64.80
T.H. & B. Railway Realty Taxes	1,556.21
Corporate Challenge	1,521.33
Canadian Taxi Association Membership	100.00
Smoking Cessation Program	192.65
International Great Lakes Mayor's Conference	5,950.00
Omers Adjustments	94.99

Total Expended	28,020.70
 Add: Commitments	
Corporate Challenge (Council Feb 25/92)	1,015.67

Adjusted Total:	29,036.37
 Less: Appropriation	65,000.00

Balance - Surplus (Deficit)	35,963.63
	=====

CITY OF HAMILTON
- INFORMATION -

159.

DATE: 1992 June 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

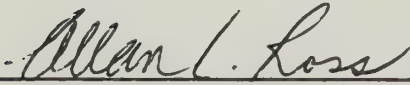
SUBJECT: DEBENTURE ISSUE 1992

BACKGROUND:

The City had an outstanding debenture authorization in the amount of \$19,152,000 for capital projects previously authorized by City Council prior to the approval of the 1992-2001 Capital Budget. In 1992 Council authorized an additional debenture requirement in the amount of \$21,006,000 for 11 capital projects to a total outstanding debenture authority of \$40,158,000 to be financed in 1992 and future years.

On June 10, 1992 the Regional Municipality of Hamilton-Wentworth floated a \$75 million Canadian dollar bond issue dated July 22, 1992 in the Euro market for Area Municipal, School Board and Regional purposes. The interest rate, negotiated by the Region with the help of the Region's Underwriting Syndicate, headed by Wood Gundy Inc., will be 8.25% for the first five years, and 8.75% for the second five years. The blended ten year rate is 8.38%. The term of the debenture is ten years. The Triple "A" credit rating played a major role in achieving this borrowing rate which will be the lowest paid on regional borrowing since 1977.

The City of Hamilton borrowed \$22 million out of the total \$75 million issue at this attractive rate for the City's Capital projects.



Allan C. Ross

c.c. J. Pavelka, P.Eng., Chief Administrative Officer

CITY OF HAMILTON
- RECOMMENDATION -

15h.

DATE: 1992 June 18

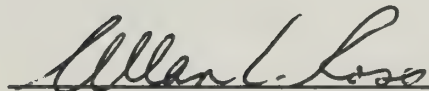
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: MOUNTAIN SKATING CENTRE

RECOMMENDATION:

- a) That the gross cost of the Twinning of the Mountain Arena be increased by \$30,000 from \$2,011,590 to \$2,041,590 to accommodate a design-built 1,200 square foot addition to the Mountain Skating Centre to serve as a multi-purpose space at a cost not to exceed \$100,000 and
- b) That the excess Reserve for Capital Projects financing in the amount of \$245,000 due to a provincial subsidy of \$275,000 received earlier, be transferred to the Reserve for Capital Projects.


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost of \$100,000 was not included as a part of the 1992-2001 Capital Budget Program.

Susan K. Reeder, Secretary
Finance and Administration Committee
1992 June 18 - Page 2

BACKGROUND:

This project will be considered by the Parks and Recreation Committee on June 23, 1992 as outlined in the letter of R. Sugden, Director, Culture and Recreation Department dated June 17, 1992.

The Twinning of the Mountain Arena (Account Centre No. CF 709041011) has an unspent balance of \$78,289.71 to date.

It is estimated that approximately \$70,000 will be unspent once known commitments are satisfied. In order to accommodate this \$100,000 expenditure, it is recommended that the gross cost of this project be increased by \$30,000. Due to the prior receipt of a \$275,000 provincial subsidy for this project, the overall project financing requirement is reduced by about \$245,000 (\$275,000 - \$30,000).

Attachment

c.c. Bob Sugden, Director of Culture and Recreation
K. Christenson, Secretary, Parks and Recreation Committee

CITY OF HAMILTON
- RECOMMENDATION -

TREASURY		
1992 JUN 17		
ROUTE		REC'D
A.C.R.		
I.R.H.		
N.R.A.		
T.W.D.		
T.B.		
G.D.		
A.N.		

DATE: 1992 June 17

REPORT TO: K. Christenson, Secretary
Parks and Recreation Committee

FROM: R. Sugden, Director
Culture and Recreation Department

D. Vyce, Director
Property Department

SUBJECT: Mountain Skating Centre

RECOMMENDATION:

- (a) That the Director of Culture and Recreation and the Director of Property be authorized to proceed with a design-built 1,200 square foot addition to the Mountain Skating Centre to serve as multi-purpose space at a cost not to exceed \$100,000.00.
- (b) That the Finance and Administration Committee recommend the method of financing.


R. Sugden, Director
Culture and Recreation


D. Vyce, Director
Property Department

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Cost not to exceed \$100,000.00.

BACKGROUND:

The extraordinary success of the Skating Centre requires off-ice exercise, meeting, coaching and viewing where space can be provided at the north end of the building. The hosting of the Canadian Figure Skating Championships and other major events require such amenities in accordance with the implications within the bid.

...2/

Mr. Kevin Christenson, Secretary
Parks & Recreation Committee

1992, June 17

This request comes from the **Hamilton Skating Club** which has grown by over 50% in the last year.

The City of Hamilton and the Hamilton Skating Club have been successful in being chosen as hosts for the 1993 Canadian Figure Skating Championships.

Currently the facilities and its supporting amenities are over crowded for all events and do not provide adequate high performance warm-up/coaching areas, required by the Club.

Further, the facilities and amenities do not meet the program needs and services provided by the Department.

The low quote comes, below architect estimates, from Bestco Construction Corporation which design-built the Skating Centre. It has performed beyond expectations and is still covered by construction warranties by Bestco which would be required to release approvals for an outside contractor.

The increased revenues from the forecast skating centre in both rental and concessions will provide a three year payback.

The Hamilton Skating Club has agreed to assist with the project immediately in financial terms and totally for any future second floor office meeting accommodations.

c.c.


Alderman Don Ross

Alderman H. Merling

Alderman T. Anderson

Susan Reeder, Secretary, Finance & Administration Committee

15(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 18


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: SACKVILLE HILL SENIOR'S RECREATION CENTRE
- INCREASED COST

RECOMMENDATION:

- a) That the gross cost of the construction of a Senior Citizen's Centre at Sackville Hill Memorial Park be increased by \$194,000 from \$3,500,000 to \$3,694,000 to offset the cost for major capital fixtures.
- b) That the City Solicitor be authorized to revise Ontario Municipal Board approval No. E901383 dated February 8, 1991 for the above project by increasing the gross cost from \$3,500,000 to \$3,694,000 and reducing the debenture authority by \$281,000 (due to the receipt of provincial grant of \$475,000) from \$3,500,000 to \$3,219,000.


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This project was included in a previous Capital Budget at a revised gross cost of \$3,500,000 funded from debentures.

It is the Capital Budget policy that the gross cost of a project is included in the Capital Budget and subsidies are not projected until there is a definite commitment from the Province. On receipt of the provincial subsidy the net cost of the project to the City would be reduced and the financing arrangement would be made accordingly. In this instance, the debenture proceeds would be received for only \$3,025,000 (\$3,500,000 less \$475,000). The additional cost of \$194,000 results in a revised debenture requirement of \$3,219,000.

Susan K. Reeder, Secretary
Finance and Administration Committee
1992 June 18 - Page 2

BACKGROUND:

This project will be considered by the Parks and Recreation Committee on June 23, 1992 as outlined in the letter of Mr. B. Sugden, Director of Culture and Recreation dated June 17, 1992

Attachment

c.c. Bob Sugden, Director of Culture and Recreation
K. Christenson, Secretary, Parks and Recreation Committee

CITY OF HAMILTON
- RECOMMENDATION -

TREASURY		
1992 JUN 17		
ROUTE		REC'D
A.C.R.		
I.R.H.		
N.R.A.		
T.W.D.		
T.B.		
G.D.		
A.N.		

DATE: 1992 June 17

REPORT TO: Mr. Kevin Christenson, Secretary
Parks and Recreation Committee

FROM: Mr. Bob Sugden
Director of Culture and Recreation

SUBJECT: SACKVILLE HILL SENIORS'
RECREATION CENTRE

RECOMMENDATION:

- a) That the Ministry of Tourism and Recreation Capital Grants funds in the amount of \$475,000.00 be allocated to the Capital Construction costs pertaining to the Sackville Hill Seniors' Recreation Centre.
- b) That the total cost of the project be increased by \$194,000. to offset the cost for the major capital fixtures that enhance the recreational opportunities and achieve the program objectives in compliance with the Capital Grant Application to the Ministry of Tourism and Recreation.
- c) That the Finance and Administration Committee be requested to recommend the method of financing.



R. Sugden
Director Culture & Recreation

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Subject to the approval of the O.M.B.

BACKGROUND:

- The Ministry of Tourism and Recreation Grants Program "Mission Statement" is to provide a fresh approach to recreation funding. They want to see a level playing field for everyone. This includes our older adults.

Mr. Kevin Christenson, Secretary
Parks & Recreation Committee

- The Ministry's Capital Grants Program provides financial incentives to partner organizations to improve and enhance recreation opportunities for priority groups in this case older adults.
- The funds are available to support indoor and outdoor recreation facilities and areas which create recreation opportunities in a safe environment for all.
- The Feasibility Study identified various components and fixtures to be included in the cost of the project thus, the capital commitment of \$3.5 was realized. However, the Feasibility Study did not include various unknown financial components such as the City's process with respect to capitalization of the Architects Department. Consequently the project is experiencing a shortfall of funds that would result in deleting those commitments that were identified as required in the feasibility study.

The Major Capital Fixtures include:

Outdoor

Bocce Courts (2) fencing and equipment	\$12,000.00
Outdoor Safety Lighting	\$10,000.00
Outdoor walkway (across Park Area)	\$ 5,000.00
Outdoor Shuffleboard Courts (3), Horseshoe Pitch	\$ 5,000.00
Upgrades to parking lot (brick paving inserts)	\$ 5,000.00
Grandparents playstructure and support area	\$28,500.00
Allotment Gardens and amenities	\$21,000.00

Total	\$86,500.00
-------	-------------

Indoor

Art in the Centre 1% total project \$3,500,000.	\$15,000.00
Large Screen TV/Video, video camera, camera slide projector	\$20,000.00
Stereo System	\$ 5,000.00

1992 June 17

Mr. Kevin Christenson, Secretary
Parks & Recreation Committee

Sound System	\$ 3,000.00
Kitchen Software	\$20,000.00
Computers (4)	\$20,000.00
Photocopier	\$ 8,000.00
Fax machine	\$ 2,500.00
Mirrors, Mirror cover/Dance Bar	\$ 4,000.00
Workshop tools	\$10,000.00
Total	\$107,500.00
Grand Total	\$194,000.00

cc: J. Pavelka
A. Ross
D. Vyce
S. Reeder

15j.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 18


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: 1992 SERVICING EXPENDITURE RELATED TO
SUBDIVISIONS

RECOMMENDATION:

- a) That the City's share of services for the following subdivisions in the total amount of \$541,141.80 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands up to the amounts available and the remaining balance from the Reserve for Capital Projects:
 - i) Acadia Estates - City's share \$59,478.00
 - ii) Primecan Estates - City's share \$328,994.00
 - iii) Rymal Square Estates - Phase 2 - City's share \$13,576.80
 - iv) Summerfield at the Orchards - City's share \$139,093.00
- b) That the City's share of the cost and financing of Sandrina Gardens - Phase 1 subdivision be reduced from \$160,296.00 to \$55,941.00 and the balance of the financing in the amount of \$104,355.00 be transferred to the Reserve for City's Share of Services Through Unsubdivided Lands.
- c) That the City's share of the cost for compensation to owners (Benemar Construction Inc.) in the amount of \$160,000.00 for excess lands dedicated to the City for roadway purposes on Upper Wentworth Street which are beyond the maximum 26.0 metre width required by the City in the Gardens of Rymal - Phase 2 subdivision be financed from the Reserve for Capital Projects.


Allan C. Ross

Susan K. Reeder, Secretary
Finance and Administration Committee
1992 June 18 - Page 2

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all projects listed in this report is \$596,786.80. To date, a total of \$616,100 has been approved for city services as outlined in the letter of Mr. E.M. Gill, Senior Director, Roads Department dated June 16, 1992. The 1992-2001 Capital Budget has a provision of \$800,000.00 for City's share of subdivision in 1992. With the approval of this recommendation City's share of the cost would be exceeded by \$412,886.80.

It is estimated that the majority of the funding will be available in the Reserve for City's Share of Services Through Unsubdivided Lands. The remaining balance would be financed from the Reserve for Capital Projects.

BACKGROUND:

This item will be considered by the Transport and Environment Committee on June 22, 1992. Please refer to the letter of June 16, 1992 from Mr. E.M. Gill, Senior Director, Regional Roads Department.

Attachment

c.c. E. M. Gill, Senior Director, Roads Department
K. Christenson, Secretary, Transport and Environment Committee
R. Meiers, Operations Engineer, Public Works Department

3(h)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 16
S701-67 (P.Strong)
S702-44
S718-75
S719-65
S716-33 (M.J. Inrig)
S718-72
S719-70

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: E. M. Gill, P. Eng.
Senior Director
Roads Department

SUBJECT: 1992 Servicing Expenditure Related to Subdivisions

RECOMMENDATION:

- a) That the portion of Item 17 of the 9th Report of the Transport and Environment Committee adopted by City Council on June 25, 1991, which refers to the approval of engineering schedules for Bar-Brock Estates - Phase 3, Hamilton, be deleted.
- b) That the submitted schedules of works be adopted for inclusion in the Subdivision Agreements with the Owners for the estimated cost of services in;
 - i) "ACADIA ESTATES", Hamilton
City's Share \$59,478.00 Owner's Share \$101,845.00
 - ii) "BAR-BROCK ESTATES - PHASE 3", Hamilton (Revised Schedules "E and F")
City's Share \$ -NIL- Subdivider's Share \$252,970.43
 - iii) "PRIMECAN ESTATES", Hamilton
City's Share \$328,994.00 Subdivider's Share \$307,467.00

Cont'd

1992 Servicing Expenditure Related to Subdivisions

Cont'd

iv) "RYMAL SQUARE ESTATES - PHASE 2", Hamilton

City's Share \$13,576.80 Subdivider's Share \$217,103.65

v) "SUMMERFIELD AT THE ORCHARDS", Hamilton

City's Share \$139,093.00 Subdivider's Share \$196,828.00

- c) That the revised schedules of works for "Sandrina Gardens - Phase 1", Hamilton, be adopted for inclusion in the Subdivision Agreements with the Owners, and that the previously approved appropriation for the City's share be reduced from \$160,296.00 to \$55,941.00.
- d) That the Mayor and City Clerk be authorized and directed to execute the proposed Subdivision Agreements with the Owners of "Acadia Estates", Hamilton, Bar-Brock Estates - Phase 3", Hamilton, "Primecan Estates", Hamilton, "Rymal Square Estates - Phase 2", Hamilton, "Sandrina Gardens - Phase 1", Hamilton and "Summerfield at the Orchards", Hamilton.
- e) That approval of the above noted clauses be subject to the condition that no work has commenced on the installation of services except as provided for in Section "f" below.
- f) That in the event the Owners wish to proceed prior to the registration of the Final Plans and Subdivision Agreements they should be allowed to do so at their own risk provided they enter into standard agreements with the City of Hamilton for pre-servicing.
- g) That the City's share for the services in "Acadia Estates", (\$59,478.00), "Primecan Estates", (\$328,994.00), "Rymal Square - Phase 2", (\$13,576.80) and "Summerfield at the Orchards", (\$139,093.00) be approved and that the Finance and Administration Committee recommend the source of funding for these projects.
- h) That the Commissioner of Transportation/Environmental Services be authorized and directed to prepare the necessary By-Laws to;
 - i) establish the extension of Duncairn Crescent easterly from the existing eastern limit to the west limit of "Summerfield at the Orchards" subdivision and,
 - ii) establish the extension of Gondola Street southerly and easterly from the existing southern limit to the west limit of "Summerfield at the Orchards" subdivision

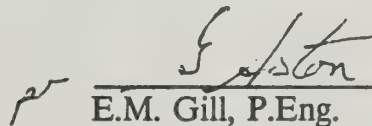
Cont'd

1992 Servicing Expenditure Related to Subdivisions

Cont'd

as a public road allowance as shown on a Plan of Reference prepared by P.J. Sheehy, O.L.S. in order to provide road access to the "Summerfield at the Orchards" subdivision.

- i) That the Commissioner of Transportation/Environmental Services be authorized and directed to prepare the necessary By-Laws to establish Part 1 of a Reference Plan prepared by P.J. Sheehy, O.L.S. as part of the Towercrest Drive road allowance in order to provide road access from Upper Wellington Street to "Primecan Estates" subdivision.
- j) That upon registration of the Final Plan of Subdivision for "The Gardens of Rymal - Phase 2", in accordance with current City Policy, the Treasurer for the City of Hamilton be authorized and directed to financially compensate the Owners (Benemar Construction Inc.) in the amount of \$160,000.00 for excess lands dedicated to the City for roadway purposes on Upper Wentworth Street which are beyond the maximum 26.0 metre width required by the City, and that the Finance and Administration Committee recommend the source of funding.
- k) That the Final Plan of Subdivision for "Summerfield at the Orchards", Hamilton not be released for registration until the Final Plan of Subdivision for "Orchard Park Estates - Phase 1", Hamilton has been registered.


E.M. Gill, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

For the information of the Committee, the total value of the City's share of services being approved under the report will exceed the current balance of monies unexpended for 1992. The 1992 Capital Budget appropriation to the reserve for expenditures associated with subdivision development was \$800,000. In 1992, a total of \$616,100 has been approved for City services, and there is a remaining balance in the reserve of \$395,000.

The net amount to be financed for all projects listed in this report is \$596,787.00, which exceeds the current balance by \$201,787.00. The Finance and Administration Committee will have to recommend the method of financing all monies required under this report.

"ACADIA ESTATES"

The total estimated cost of the City's share of services to be approved at this time for Acadia Estates is \$59,478.00.

Cont'd

1992 Servicing Expenditure Related to Subdivisions

Cont'd

A portion of the City's share of costs (\$795.90) is associated with extra depth asphalt which is being installed on Acadia Drive and is non-recoverable in the future.

The remaining portion of the City's share (\$58,682.10) is associated with the above ground services being installed adjacent to privately owned lands adjacent to the plan of subdivision. This portion of the City's share is fully recoverable and can be collected through the mechanism of 0.30m reserves when the adjacent lands are developed (see Schedule "A").

"BAR-BROCK ESTATES - PHASE 3"

No City share for service to be installed for Bar-Brock Estates - Phase 3 (see Schedule "A").

"PRIMECAN ESTATES"

The total estimated cost of the City's share of services to be approved at this time for Primecan Estates is \$328,994.00.

A portion of the City's share of costs (\$34,562.00) is associated with extra width asphalt on Towercrest Drive and extra depth asphalt on both Towercrest Drive and Colin Crescent. The remaining portion of the City's share of costs (\$294,432.00) is associated with the installation of municipal services, both above and below ground on Upper Wellington Street, Towercrest Drive and Colin Crescent adjacent to lands owned by the City. The cost sharing between the City and the Owner are in accordance with current City of Hamilton cost sharing policies, and there will be no recovery of monies in the future for the City's share of costs in this subdivision.

"RYMAL SQUARE ESTATES - PHASE 2"

The total estimated cost of the City's share of services to be approved at this time for Rymal Square Estates - Phase 2 is \$13,576.80 (see Schedule "A").

The City's share for the cost of services (\$13,576.80) is associated with extra depth asphalt to be installed on Acadia Drive. The cost sharing between the City and the Owner are in accordance with current City of Hamilton cost sharing policies, and there will be no recovery of the monies in the future for the City's share of costs in this subdivision.

"SANDRINA GARDENS - PHASE 1"

The total estimated cost of the City's share of services to be approved at this time for Sandrina Gardens - Phase 1 is \$55,941.00.

Cont'd

1992 Servicing Expenditure Related to Subdivisions

Cont'd

A portion of the City's share of costs (\$27,398.00) is associated with extra width asphalt on Terni Boulevard and Cadham Boulevard. The remaining portion of the City's share of costs (\$28,543.00) is associated with extra depth asphalt on Terni Boulevard, Cadham Boulevard and Upper Gage Avenue. The cost sharing between the City and the Owner are in accordance with current City of Hamilton cost sharing policies, and there will be no recovery of the monies in the future for the City's share of the costs in this subdivision.

"SUMMERFIELD AT THE ORCHARDS"

The total estimated cost of the City's share of services to be approved at this time for Summerfield at the Orchards is \$139,093.00

A portion of the City's share of costs (\$15,520.00) is associated with municipal services, both above and below ground, adjacent to lands owned by the City where Duncairn Crescent meets Gondola Street. The City is also cost sharing for fencing (\$7,618.00) adjacent to a future City Park and extra depth asphalt (\$4,916.00) on Duncairn Crescent. The City's share for the above municipal services are non-recoverable in the future.

The remaining portion of the City's share (\$111,039.00) is associated with above ground services being installed adjacent to lands of The Ministry of Government Services and the Separate School Board. This portion of the City's share is fully recoverable and can be collected through the mechanism of 0.30 metre reserves when the adjacent lands are developed.

BACKGROUND:

"ACADIA ESTATES"

On May 12, 1992, City Council approved a recommendation to enter into a Subdivision Agreement between the City and the Owner (Carriage Gate Homes Ltd.). The development of Acadia Estates will result in the creation of 22 single family lots.

The estimate of costs have been calculated in accordance with the present City cost sharing policies. There will be a City share of \$59,478.00 and a portion of that share (\$58,682.10) can be recovered through the mechanism of 0.3 metre reserves, the remainder (\$795.90) is non-recoverable in the future.

The lands of Acadia Estates are located west of Upper Sherman Avenue and south of Stone Church Road East in the Butler Neighbourhood.

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1992 Servicing Expenditure Related to Subdivisions

Cont'd

"BAR-BROCK ESTATES - PHASE 3"

On March 29, 1988 City Council approved Item No.16(b) of the 6-88 Report of Planning and Development Committee for the draft plan of Queendale Garden Homes Ltd., owner of "Bar-Brock Estates - Phase 3". These lands are located in the Eleanor Neighbourhood. This development will create 32 single family residential units. There is no City share for this development (see Schedule "A" attached).

"PRIMECAN ESTATES"

On March 12, 1991, City Council approved a recommendation to enter into a Subdivision Agreement between the City and the Owner of Primecan Estates subdivision (Primecan Holdings Inc.). The development of Primecan Estates will result in the creation of eleven (11) single family residential lots, one Block for low density apartments (approx. 19 units), one Block for medium density apartments (approx. 24 units) and one Block for attached housing (approx. 70 units).

The estimate of costs have been calculated in accordance with present City Policy. There will be a City share of \$328,994.00 which is non-recoverable due to oversizing of the roadways and City lands adjacent to the subdivision.

In order to provide road access to Primecan Estates subdivision, it will be necessary for the City to incorporate a portion of their lands into the Towercrest Drive road allowance and open the lands by By-Law as a public right-of-way.

The lands of Primecan Estates Subdivision are located on the west side of Upper Wellington Street, south of the proposed east/west portion of the Red Hill Expressway in the Jerome Neighbourhood.

"RYMAL SQUARE ESTATES - PHASE 2"

On January 30, 1990, City Council approved a recommendation to enter into a subdivision agreement between the City and the Owner of Rymal Square Estates - Phase 2 (Rymal Square Development Inc.). The development of this subdivision will result in the creation of 37 single family residential lots.

The City's share for the cost of services is \$13,576.80, for extra depth asphalt on Acadia Drive, and is non-recoverable in the future. This development is located in the Butler Neighbourhood south of Stone Church Road East and east of Upper Wentworth Street.

SANDRINA GARDENS - PHASE 1

On November 7, 1989, City Council approved the draft plan of the Owner (DiCenzo Construction Company Ltd.). One condition of the draft plan approval is that the

Cont'd

1992 Servicing Expenditure Related to Subdivisions

Cont'd

Owner enter into a subdivision agreement with the City of Hamilton. The development of this subdivision will result in the creation of 23 lots, and one block for townhouses. The lands of Sandrina Gardens - Phase 1 are located in the Broughton East and West Neighbourhood south of Rymal Road East.

SUMMERFIELD AT THE ORCHARDS

On July 25, 1989, City Council approved a recommendation to enter into a Subdivision Agreement with the Owner of Orchard Park Estates subdivision. The original Orchard Park Estates Draft Plan is now being developed in smaller phases and Summerfield at the Orchards is a smaller phase of that original draft plan. The development of this subdivision will result in the creation of thirty one (31) single family residential lots, and create the potential for eighteen (18) future lots with the extension of Duncairn Crescent and Gondola Street.

In order to provide road access to Summerfield at the Orchards subdivision, it will be necessary to extend Duncairn Crescent and Gondola Street to the west limit of the subdivision. The lands required for the extension of the two streets will be transferred from the Owner to the City by deed prior to registration of the Final Plan of Subdivision. Upon registration of the Final Plan, the City will be required to open the lands for the roadways as a public right-of-way by By-Law.

The lands of Summerfield at the Orchards are located east of Garth Street and north of Stone Church Road West in the Gourley Neighbourhood.

THE GARDENS OF RYMAL - PHASE 2

Under the Final Plan of Subdivision for The Gardens of Rymal - Phase 2, the subdivider (Benemar Construction Inc.) will be establishing the extension of Upper Wentworth Street from the southern limit of the Hamilton Board of Education Lands southerly to the south limit of the City of Hamilton. The width of the Upper Wentworth Street road allowance will be established at 36.00 metres on the Final Plan Subdivision.

As the extension of Upper Wentworth Street southerly from Rymal Road East terminates at the Hamilton City Limits it is being considered a dead-end street. Current Regional Policy states that the Region will not assume any road allowance which becomes a dead-end. Therefore, the City of Hamilton will be assuming the road allowance for Upper Wentworth Street, south of Rymal Road East until it is extended further south to intersect with Twenty Road.

Under current City of Hamilton Policy a subdivider is only required to dedicate a maximum width of 26.00 metres of land for roadway purposes under a plan of

Cont'd

-Page 8-
June 16, 1992

1992 Servicing Expenditure Related to Subdivisions

Cont'd

subdivision. The subdivider has made a request that they be financially compensated by the City for the extra land required (10.0m) in excess of the standard 26.00 metre width.

The City Property Department has calculated the market value of the excess lands for the roadway at \$160,000. This is based on 0.336 acres of RT-20 townhouse land on the east side of Upper Wentworth Street and 0.336 acres of R-4 single family land on the west side of the street.

As the subdivider's request falls within current City Policy, it is the recommendation of staff that the subdivider be financially compensated by the City for the excess lands required for the Upper Wentworth Street road allowance.

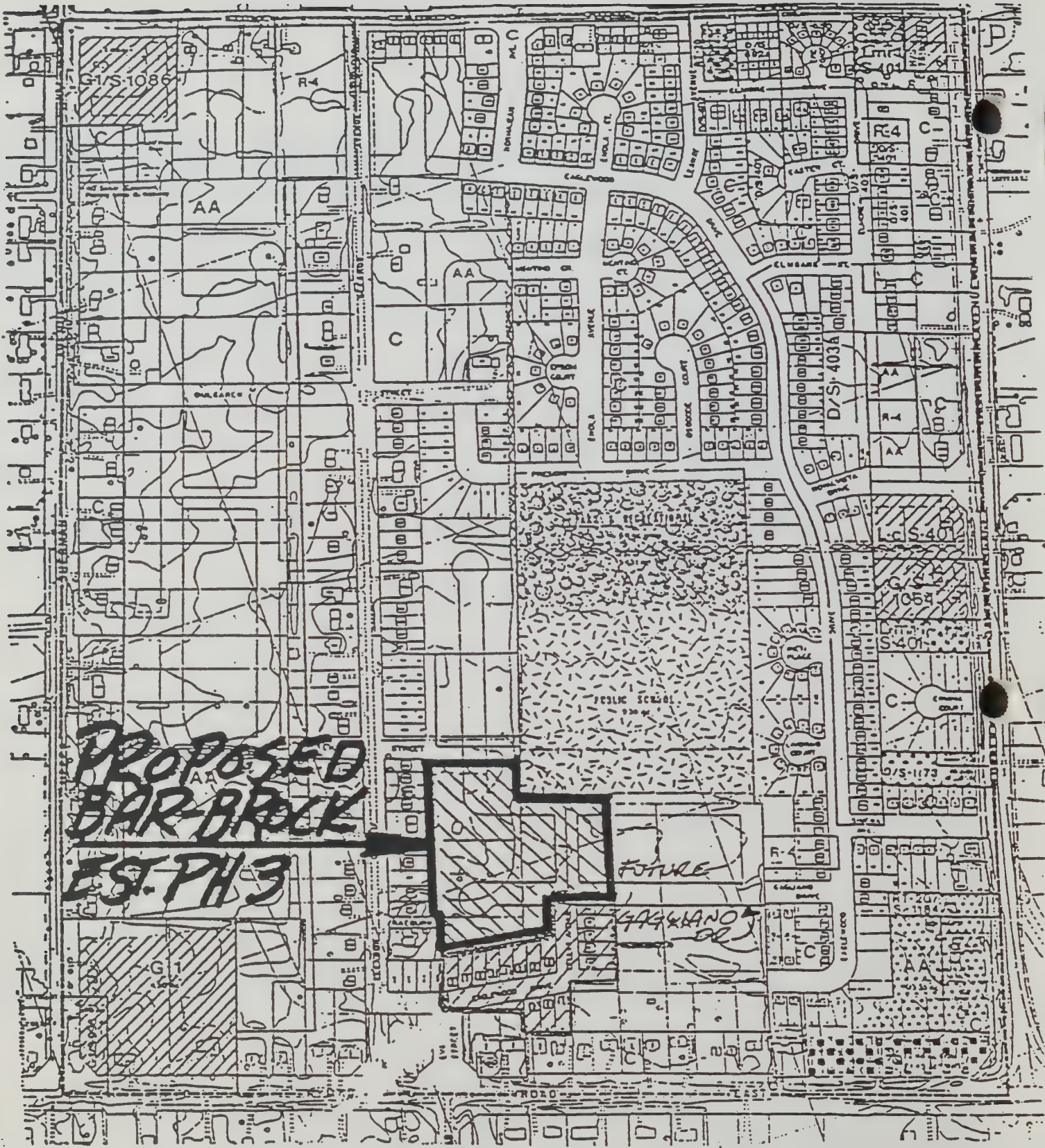
The lands of The Gardens of Rymal - Phase 2 are located on the east side of Upper Wentworth Street, south of Rymal Road East in the Chappel East Neighbourhood.

 MJI/PS:ja

cc: R. Hammel, City Treasury Department
cc: S. Chandrashekar, City Treasury Department
cc: M. Watson, Real Estate Division, City Property Department
cc: K. Lau, Survey Section, Regional Roads Department

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PROPOSED
SEPARATE SIGHT
SUBDIVISION



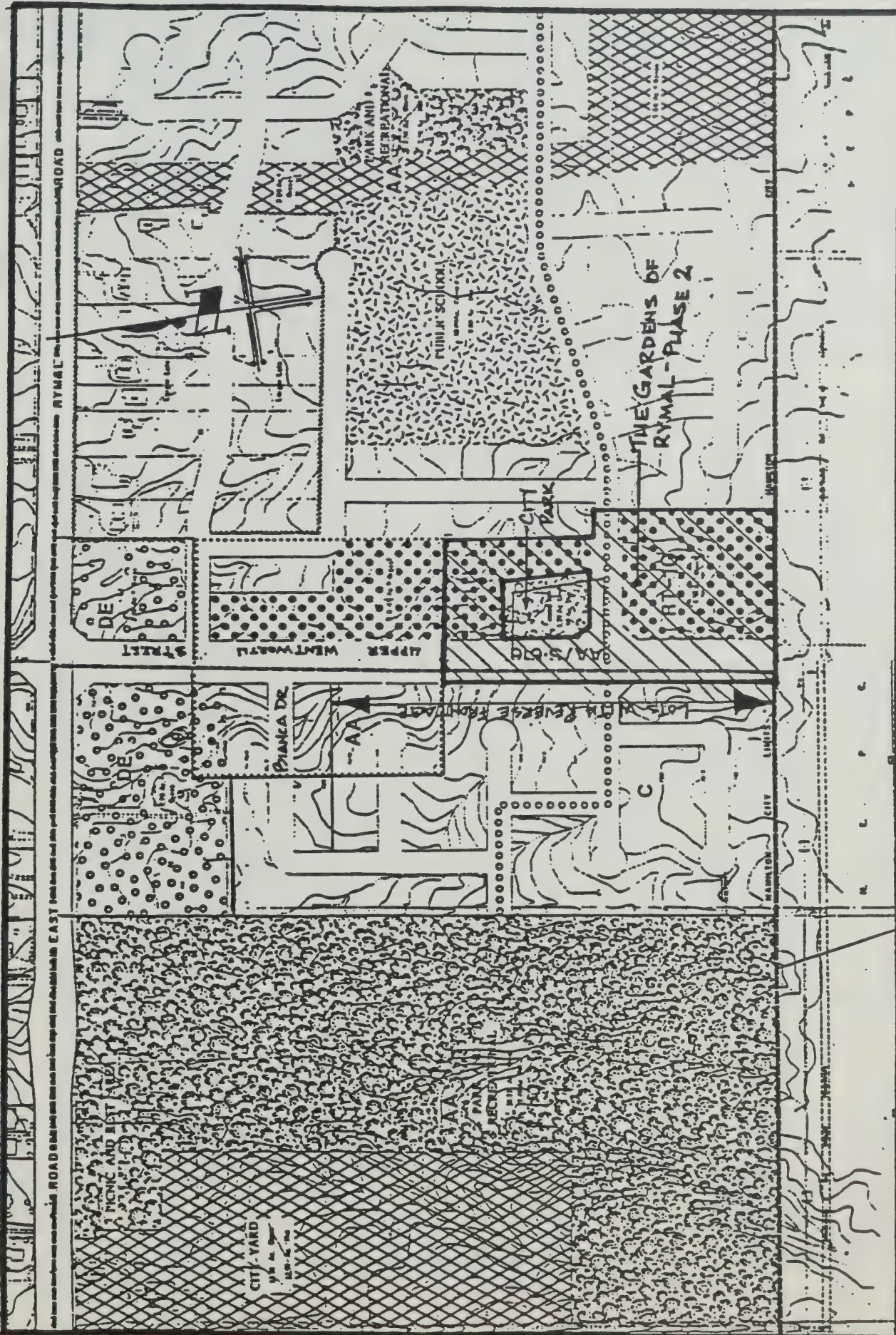
KEY PLAN-BAR-BROCK ESTATES-PHASE 3

CITY OF HAMILTON
PLANNING DEPARTMENT

ELEANOR

APPROVED PLAN

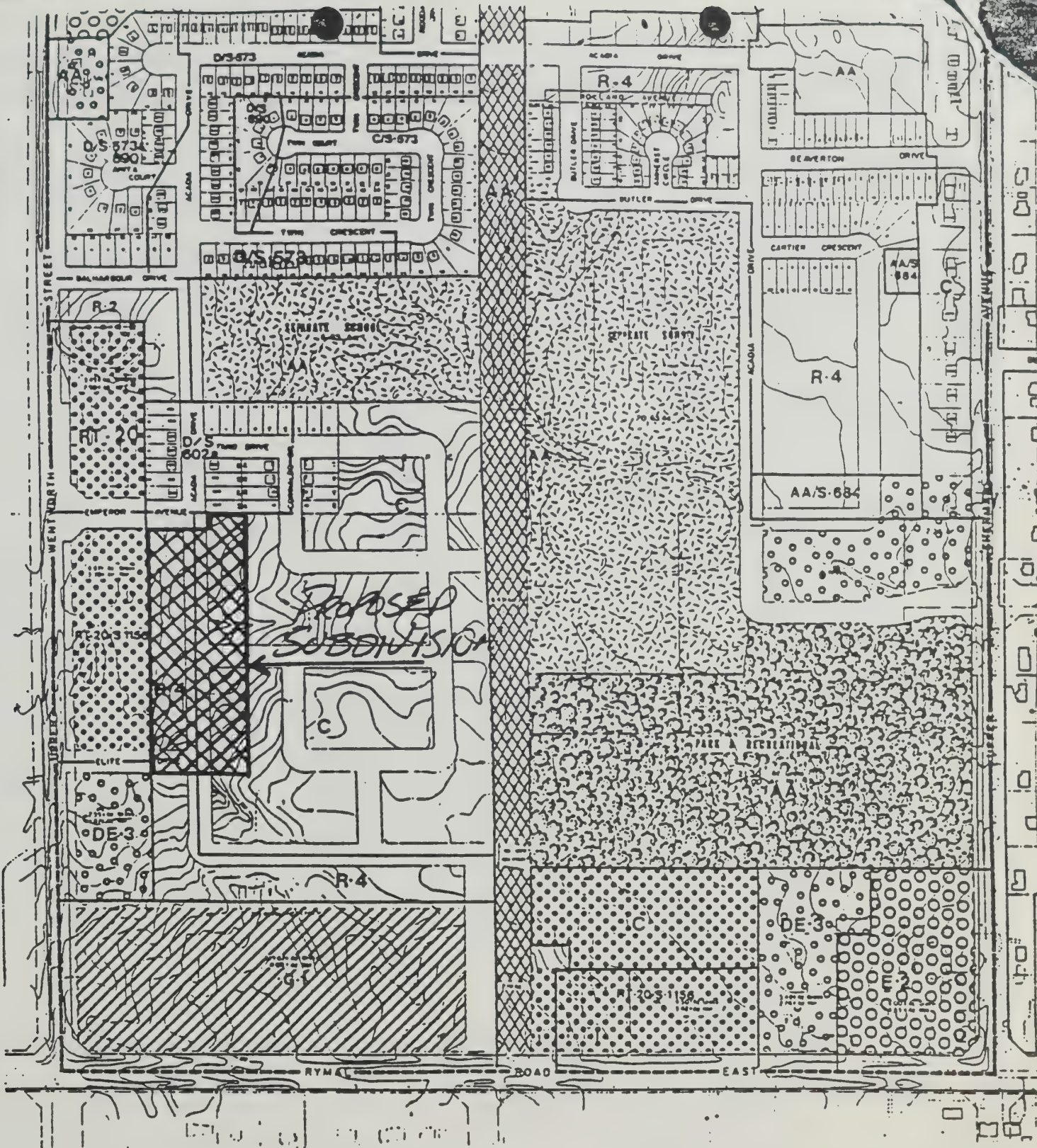




KEY PLAN N.T.S.

CHAPPEL WEST

CHAPPEL EAST



KEY PLAN FOR

RYMAL SQUARE ESTATES PH: II

CITY OF HAMILTON
PLANNING DEPARTMENT

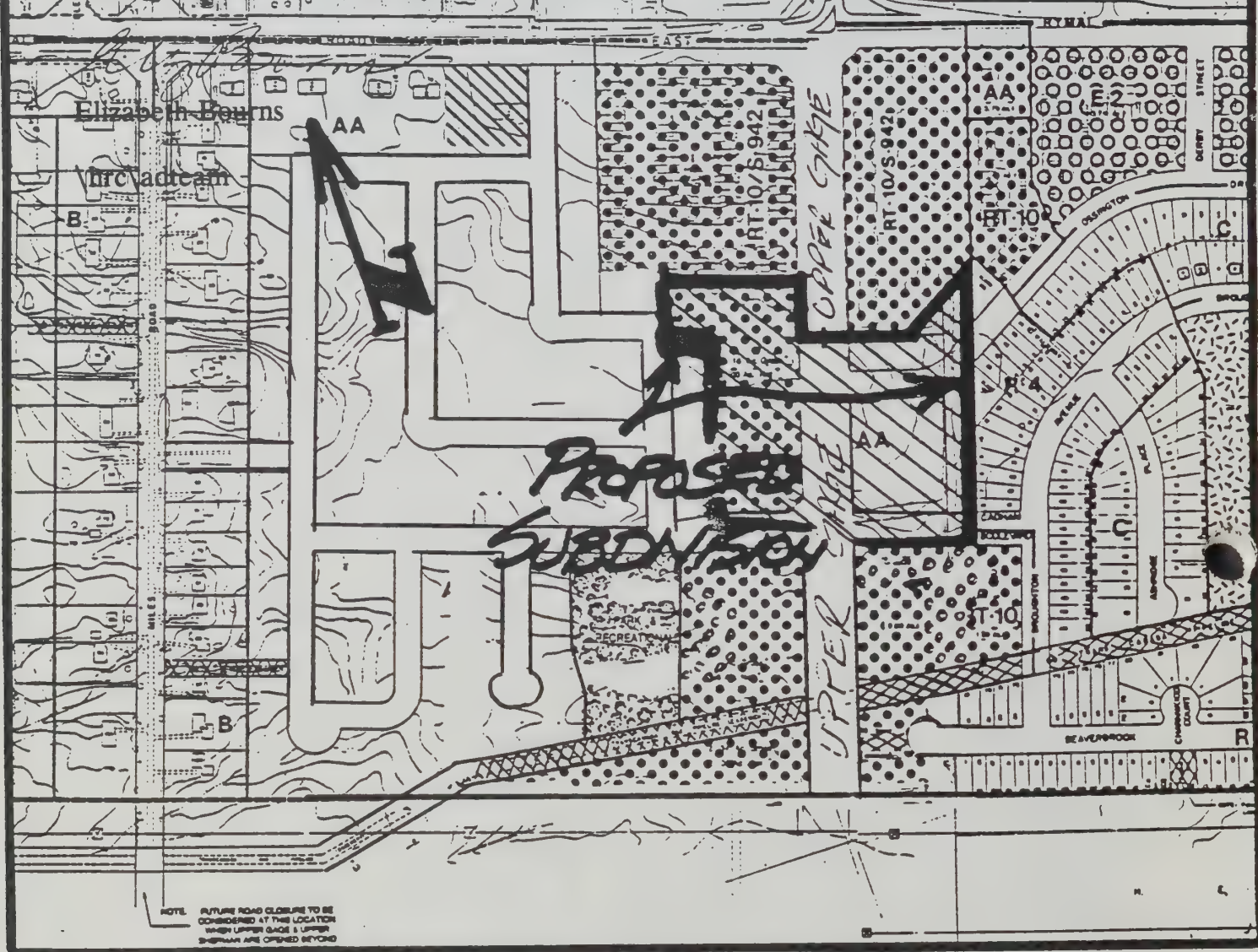
BUTLER

APPROVED PLAN



Draft policies from the City/Region Corporate Human Resources Policy and Procedure Manual is attached for comment.

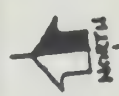
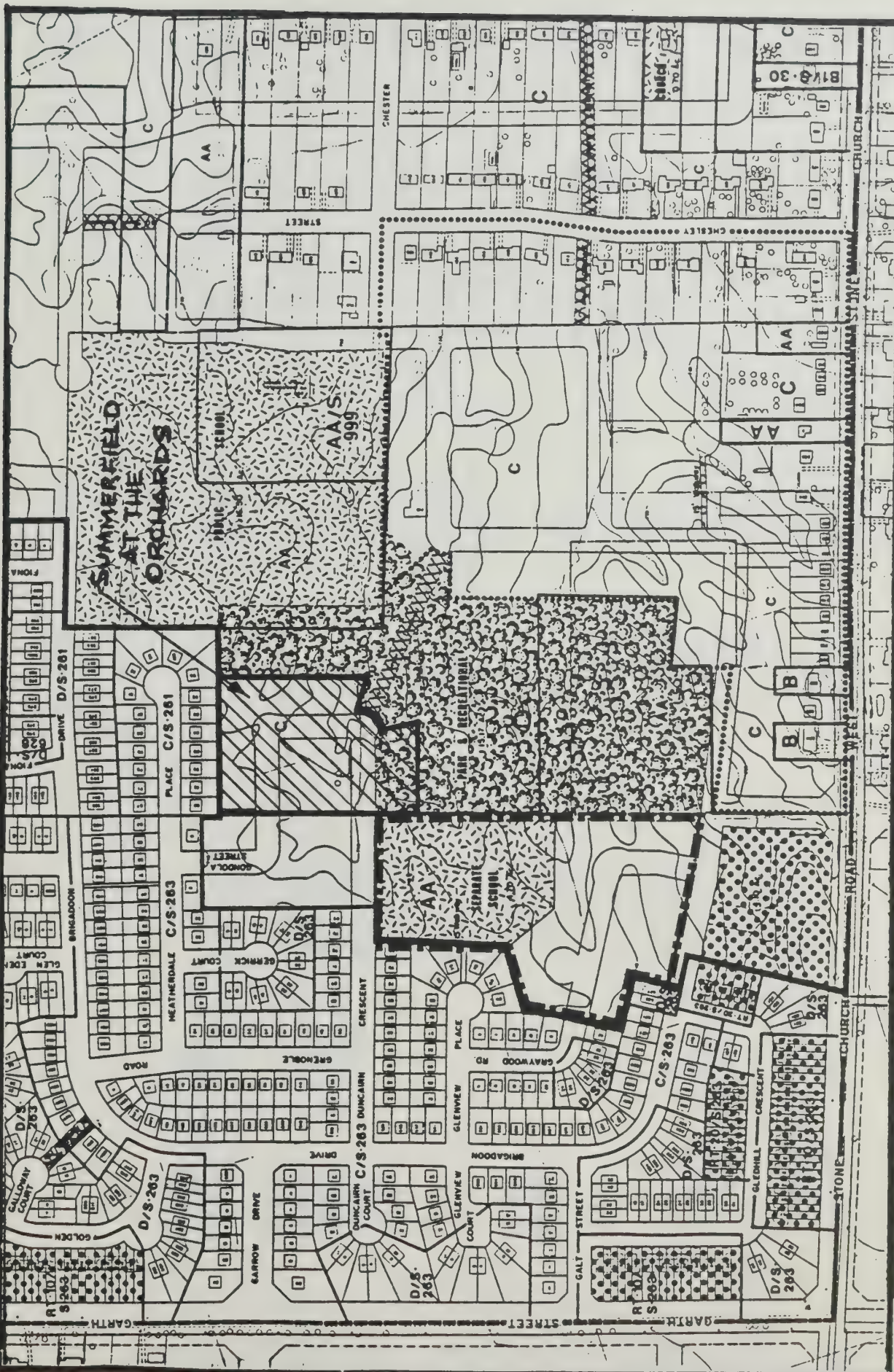
Both issues require input from employees; Departments must be prepared operate in partnership with staff so that both the Corporate and individual needs are addressed. The top down, dictatorial approach is not the approach of the 90's.



BROUGHTON WEST

BROUGHTON EAST

"KEY PLAN"-SANDRINA GARDENS-
PHASE 1



KEY PLAN

N.T.S.

APPROVED PLAN

Gourley

1992 SUBDIVISION EXPENDITURE SUMMARY

Page 1 of 2

CITY'S SHARE OF EXPENDITURES

Name Of: SUBDIVISION DEVELOPER CONSULTANT SURVEYOR	# OF LOTS AND LOCATION	SUBDIVISION AGREEMENT AUTHORIZATION OF WORKS	DESCRIPTION OF WORKS	0.3 METRE RESERVE COSTS	NON-RECOVERABLE & OVERSIZED COSTS	TOTAL CITY'S SHARE	TOTAL SUBDIVIDER'S SHARE	TOTAL SERVICING COSTS
ACADIA ESTATES	22 LOTS Hamilton	MAY 12, 1992 P & D	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting	\$ 7,731.60 15,887.10 32,063.40 0 3,000.00	\$ 0 0 \$ 795.90 0 0	\$ 7,731.60 15,887.10 32,859.30 0 3,000.00	\$ 101,845.00	\$ 161,323.00
Carriageway Homes A. J. Clarke & Assoc S. P. Sheehy, O.L.S. (File No. S701-67)								
BAR-BROCK ESTATES PHASE 3	32 LOTS Hamilton	March 29, 1988 P & D	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting	\$ 0 0 0 0 0 0	\$ 0 0 0 0 0 0	\$ 0 0 0 0 0 0	\$ 252,970.43	\$ 262,970.43
Queendale Garden Homes Ltd. W.L. Sears & Associates W. Bruce Clark, O.L.S. (File No. S702-44)								
SANDRINA GARDENS PHASE 1	23 LOTS 1 BLOCK Multiple Family Hamilton	Nov. 7, 1989 P & D	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting	\$ 0 0 0 0 0 0	\$ 0 0 0 [55,941.00]* 0	\$ 0 0 0 [55,941.00]* 0	\$ 409,803.00	\$ 465,744.00
DiCenzo Construction Company Limited A. J. Clarke & Associates P. J. Sheehy, O.L.S. (File No. S719-65)								

* Previously approved appropriation for this development totalled \$160,296.00. Appropriation is to be reduced by \$104,355.00. No additional financing required for this item.

continued...

1992 SUBDIVISION EXPENDITURE SUMMARY

Page 2 of 2

CITY'S SHARE OF EXPENDITURES

Name Of: SUBDIVISION DEVELOPER CONSULTANT SURVEYOR	# OF LOTS AND LOCATION	SUBDIVISION AGREEMENT AUTHORIZATION	DESCRIPTION OF WORKS	0.3 METRE RESERVE COSTS	NON-RECOVERABLE & OVERSIZED COSTS	TOTAL CITY'S SHARE	TOTAL SUBDIVIDER'S SHARE	TOTAL SERVICING COSTS
PRIMECAN ESTATES	11 LOTS	Mar. 12, 1991	Catch Basins &	\$ 0	\$ 9,620.00			
Primecan Holdings Inc.	3 Multiple	P & D	Connections	0	17,620.00			
A. J. Clarke & Assoc.	Residential	Report 5-91	Curbs & Sidewalks	0	72,271.00			
P. J. Sheehy, O.L.S.	Blocks	Item 5	Finished Roads	0	3,056.00			
(File No. S716-33)	Hamilton		Dead End Barricade	0	3,000.00			
			Street Lighting	0	189,371.00			
			Storm & Sanitary Sewers	0	32,144.00			
			Watermain	0	1,912.00			
			Sodding	0				
				\$ 0	\$ 328,994.00	\$ 328,994.00	\$ 307,467.00	\$ 636,461.00
RYMAL SQUARE ESTATES	37 LOTS	Jan 30, 1990	Catch Basins &	\$ 0				
PHASE 2	Hamilton	P & D	Connections	0	0			
Rymal Square Development Inc.			Curbs & Sidewalks	0	13,576.80			
Urbex Engineering Ltd.			Finished Roads	0	0			
W. Bruce Clark, O.L.S.			Dead End Barricade	0	0			
(File No. S718-75)			Street Lighting	0	0			
				\$ 0	\$ 13,576.80	\$ 13,576.80	\$ 217,103.65	\$ 230,680.45
SUMMERFIELD AT THE	31 LOTS	July 26, 1989	Catch Basins &	\$ 8,186.00				
ORCHARDS	Hamilton	P & D	Connections	35,407.00	1,037.00			
Geo. Sinclair Constr. Inc.		Report 17-89	Curbs & Sidewalks	62,946.00	2,728.00			
A. J. Clarke & Assoc. Ltd.		Item 24	Finished Roads	0	9,522.00			
P. J. Sheehy, O.L.S.			Dead End Barricade	0	0			
(File No. S719-70)			Street Lighting	4,500.00	527.00			
			Storm & Sanitary Sewers	0	4,843.00			
			Watermain	0	1,462.00			
			Fencing	0	7,618.00			
			Sodding	0	317.00			
				\$ 111,039.00	\$ 28,054.00	\$ 139,093.00	\$ 196,828.00	\$ 972,382.00
THE GARDENS OF RYMAL			Compensation for roadway		\$ 160,000.00	\$ 160,000.00		\$ 160,000.00
PHASE 2			lands					
TOTALS:				\$ 169,721.10	\$ 427,065.70	\$ 596,786.80	\$ 1,486,017.08	\$ 2,082,803.88

CITY OF HAMILTON
- RECOMMENDATION -

15k.

DATE: 1992 June 18

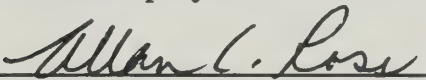
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: PROPOSED CONSTRUCTION OF CONCRETE
SIDEWALKS ON BOTH SIDES OF SCENIC DRIVE
BETWEEN DENLOW AVENUE AND UPPER
PARADISE ROAD

RECOMMENDATION:

That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval for the construction of concrete sidewalks on both sides of Scenic Drive from Denlow Avenue to Upper Paradise Road as a Local Improvement at an estimated gross cost of \$101,227.20 with a City's share of \$3,657.60 to be financed from 1992 Capital Levy and the balance of \$97,659.60, being the owner's share. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to consent to the issuance of debentures in the amount of \$97,569.60 for a term not to exceed 20 years for the above project.


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. The project is included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on June 22, 1992 as outlined in the letter of Mr. D. Lobo, Director of Public Works dated June 12, 1992.

Attachment

c.c. K. Christenson, Secretary, Transport and Environment Committee
D. Lobo, Director of Public Works, Attention: R. Meiers
P. Noé Johnson, City Solicitor
G. W. Lawson, Treasurer and Commissioner of Finance

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 12

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: Mr. D. Lobo
Director of Public Works

SUBJECT: Proposed Construction of Concrete Sidewalks on both sides of Scenic Drive between Denlow Avenue and Upper Paradise Road

TREASURY	
1992 JUN 16	
ROUTE	REC'D
A.C.R.	<i>SK</i>
I.R.H.	
N.R.A.	✓
T.W.D.	
T.B.	
G.D.	
A.N.	

RECOMMENDATION:

- a) That the construction of concrete sidewalks on both sides of Scenic Drive from Denlow Avenue to Upper Paradise Road proceed as a Local Improvement pursuant to Section 12 of the Local Improvement Act at an estimated gross cost of \$101,227.20 as provided in the 1992 portion of the 1992 to 2001 Capital Budget with a City's share of \$3,657.60 and an Owner's Share of \$97,569.60; and
- b) That the Finance and Administration Committee be requested to recommend a source of funds for this Capital Project; and
- c) That the Senior Director of Roads be authorized to construct these works once all of the necessary approvals have been received.

per Doug Gargano

 D. Lobo
 Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Provision has been made for these works in the 1992 to 2001 Capital Budget.

This project will reduce the balance available in the City's Share to \$462,528.46, the Owner's Share to \$454,484.34 and in the Gross Cost to \$917,012.80.

BACKGROUND:

The Region is proposing the narrowing and reconstruction of Scenic Drive at the above-noted location as shown on the attached plan. Scenic Drive has been identified as a bicycle route in the Regional Bicycle Network Study. The proposal to narrow the road from the existing four-lane width to two lanes with a centre lane for turns will accommodate the cyclists and vehicular traffic.

It would be prudent to initiate the construction of sidewalks on both sides to provide a safe walking surface for pedestrians. The property owners will be charged \$80.00 per metre of frontage or actual cost, whichever is less.

RPM:jh
Atch.

c.c. A. Ross, City Treasurer
Treasury Department
Att: N. Adhya, Manager of Budgets

c.c. V. Abraham, Director
Local Planning

c.c. E. M. Gill, Senior Director
Roads Department

-- LOCATION OF
PROPOSED
CONCRETE
SIDEWALKS



CITY OF HAMILTON
- INFORMATION -

16a.

DATE: 1991 June 12

REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

SUBJECT: POLICIES AND PROCEDURES OF OTHER
MUNICIPALITIES RELATING TO CIVIC AWARDS

BACKGROUND:

You will recall that at the Budget Review meeting of the Finance and Administration Committee on 1991 February 7, the Secretary was requested to prepare a report on the Policies and Procedures of other municipalities for recognizing athletic achievements. I believe the information was to assist the Finance and Administration Committee in determining the amount to be provided in this regard for 1992 and subsequent years.

Accordingly, I arranged with the City Clerk and Charlene Coutts, Legislative Assistant, to send a letter to the municipalities in Ontario with a population greater than 100,000 persons and I have compiled a comparative statement (attached) comprising the replies that were received. From this statement you will observe the majority of the municipalities do not have an official policy.

The Finance and Administration Committee presently has an appropriation from which they approve funding for civic awards. The 1991 budget for the purchase of civic awards is \$15,000.

1991 June 20 - Deferred to July 25th meeting as unfinished business
1991 July 25 - Deferred to August 22nd meeting
1991 August 22 - Deferred to September 19th meeting at request of the Mayor

Listed below is a summary of the actual cost of civic awards since 1980:

<u>YEAR</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>
1980	8,187	8,500
1981	18,244	17,000
1982	2,242	20,000
1983	4,417	5,000
1984	13,956	5,200
1985	7,000	5,700
1986	19,195	10,000
1987	17,375	16,300
1988	10,672	18,000
1989	5,489	11,000
1990	14,200	11,000
1991	n/a	15,000

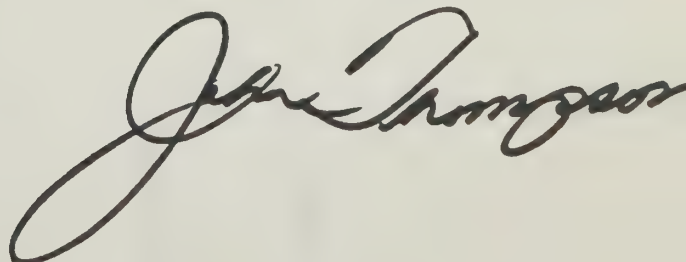
The Legislation Committee at its meeting held 1988 February 1, established a Task Force to review the City's policy respecting the granting of civic awards. The following recommendations were made; however, according to our records it would appear that due to an oversight, they were never brought forward to the Legislation Committee for consideration:

- a) That no professional teams receive rings as Civic Awards
- b) That all Civic Awards be in the form of a framed Citation presented by the Mayor at City Council meetings.
- c) That the Citation named in (b) be gold-coloured for a National Award and silver-coloured for a Provincial Award
- d) That should a Civic Award be won by the same person/team more than once, that the original citation be returned to the City in order that a sticker/seal may be affixed to the original document, reframed and presented at City Council.

If it is the intent of the Finance and Administration Committee to follow through with the aforementioned recommendations of the Task Force, considerable savings could be realized.

If the above recommendations are approved I would suggest that the new policy and regulations be implemented and phased in commencing with championships won in 1992. Those now in receipt of a civic championship ring would continue to receive the maximum allowable awards (diamond and ruby inserts) under the existing regulations, thereby effectively phasing out the existing program over a period of time.

In reviewing the policies received, large municipalities with an organized Civic Award Policy tend to hold an annual banquet and their award presentations for athletic achievement are made at that time. The City of Hamilton, through the Hamilton Sports Council holds a similar event to recognize volunteer achievement in the area of sport. The Hamilton Sports Council, has expressed interest in reviewing the applications of potential Award recipients and forwarding the necessary recommendations for the presentation of Civic Awards to the Committee for approval.

A handwritten signature in dark ink, appearing to read "John Thompson". The signature is fluid and cursive, with a large loop at the end.

Comparative Statement of Various Municipalities on Their Civic Awards Policies and Procedures

<u>Municipality</u>	<u>Official Policy</u>	<u>Comments</u>	<u>Municipalities' Annual Cost or Budget</u>
Halton Region	No	Recognize Athletic Achievement by presentation of plaque/certificate if request made	No amount stated
Sudbury	No	Citizens who achieve national or provincial awards are recognized by Council with the presentation of City of Sudbury medals	No amount stated
North York	Yes	Individuals who reside in North York or any club/team in North York who have won Provincial, Canadian or world championships would qualify for presentation of a framed scroll and an appropriate presentation item according to the level of athletic excellence at a City Council meeting. All presentations would be made by the Mayor, assisted by a controller and an Alderman representing the honoured guest's ward.	No amount stated

All arrangements associated with presentations are the responsibility of the Director of Information Services

Regional Municipality of Hamilton Wentworth	No	Congratulations are extended by the Regional Chairman either at Council or at other functions as required	Nil
Toronto	Yes (currently suspended for 1991 for review)	Athletes aged 8-18 years residing in Metropolitan Toronto who have won individual honours or have been a member of a team in the current year will be recognized for the following: Classification with the presentation of a plaque: a) Winner of a national or International Championship b) Winner of an Ontario or Canadian Zone or Divisional Championship c) Winner of a Metropolitan Toronto or Ontario Zone or Divisional Championship	No amount stated

Teams or individuals recognized must be clasified as a Tyke, Minor Atom, Atom, Pee Wee, Minor Bantam, Bantam, Minor Midget, Midget, Juvenile or Junior

To be eligible, a team must be be Metropolitan Toronto based with at least 50% for 2 member teams; 75% for 4 member teams and 75% for all other teams. A team comprised of both minors and seniors (over 18 years of age) is not eligible.

All members of teams qualifying will be recognized, as well as a maximum of three team officials

Brampton	Yes	No amount stated
<p>City recognition will be given to individuals or teams whose involvement in sports has had a significant impact on the recreation at the provincial, national or international level. For the purpose of this award, sports and fitness are defined as those activities requiring physical conditioning and/or refinement of motor skills so that competitive excellence may be achieved.</p>		

Nominations are submitted each year. Each nomination must be endorsed by one nominator and will be reviewed by a Committee of elected officials and Parks and Recreation staff members.

Individuals receiving an award must have been a resident of Brampton during the time of the accomplishment and teams must operate as a Brampton organization of which the majority of team members must reside in Brampton. Individuals and teams must be not-for-profit.

Championships recognized for eligibility must be accepted by the governing body as the highest competition available to that sport.

Individuals and teams may only receive the Sports Achievement Award once unless a higher level is attained (i.e. Provincial to National; Junior to Senior; or, level of competition from "AA" to "AAA")

Award winners are honoured at a special presentation ceremony at City Hall during the month of January

Region of Niagara	No	None	Nil
Metropolitan Toronto	Yes	See City of Toronto	No Amount Stated
Regional Municipality of Waterloo	No	None	Nil
Burlington	Yes	<p>A Burlington resident or a Burlington resident of a Burlington team who wins an athletic, cultural, educational or scientific competitive non-invitational championship event recognized by a sanctioning body which is of provincial, national or international title is eligible.</p> <p>Provincial and national awards are presented at City Council meetings and recipients of an International Award or Citation may be introduced to members of Council prior to the commencement of the meeting.</p>	No amount stated

Etobicoke	Yes	<p>A Medal of Distinction will be awarded annually to the international or national sports championships. This Award is also given for acts of bravery; a special recognition for a particular activity in the field of social welfare, sports or other endeavours while acting as a volunteer; in other areas where a person has obtained high distinction and reknown in such fields as business, music, art, education, labour, press or other professional or community endeavours.</p>	No amount stated
Ottawa	No	<p>Athletic achievement is recognized through its association with the Associated Canadian Travellers who hosts an annual banquet to honour athletes and teams of all ages. Award recipients are chosen by a Committee composed of members of the Ottawa Sports Media.</p>	No amount stated

Awards are given in recognition of prominent achievements in their respective field of sport. Athletes must be a resident of Ottawa or a native son or daughter.

The event is held at the Ottawa Congress Centre and each person honoured is presented with a medal. The City pays for the medals and the design and publication of the programme, in addition to a grant for the staging of the banquet. Proceeds from the dinner are used to support the Ottawa Boys and Girls Club Summer Camp.

In addition to individual and team sports awards, one person is selected as Sportsman of the year.

Regional Municipality of York	No	None	Nil
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Windsor	No	The Mayor provides token gifts for deeds of outstanding citizens and accomplishments such as civic, athletic or academic endeavours and arrange small receptions for such occasions. The Mayor makes arrangements for the presentation of City mementos.	No amount stated
Regional Municipality of Peel	No	None	Nil
Thunder Bay	Yes	A copy of the Selection Criteria and Recommendation Form is sent out in December each year to all sports, cultural and public service groups in the City who may wish to submit recommendations for consideration by the official Recognition Committee. The Committee receives the nominations and invites successful candidates to an awards dinner at a local hotel. Small certificates in leather folders are presented by City Council members to individuals and large framed certificates are presented to organizations and teams.	No Amount Stated

Individuals or teams which have achieved first, second or third place in events at National or International Championships; individuals who have achieved National or International world records at Nationally or Internationally sanctioned events; individuals who have been chosen for or appointed to a position of prominence at a National or International level; and, individuals who have made significant volunteer contributions to the development of opportunity in the area of sport, sport research or administration, are eligible for this award.

St. Catharines	Yes	\$25.00 given to each award recipient (no total amount stated)
Individuals or teams who win sports or recreational championships at the Provincial, National or International level receive \$25.00 per registered team member. The individual or team shall be required to provide a letter from the appropriate governing body verifying the event and the results.		

Team members are provided with a Mayor's Certificate honouring their achievement.

York	No	See Toronto	Nil
County of Wellington	No	None	Nil
Markham	No	All Markham teams travelling outside of North America will receive a grant for 50% of the cost of jackets (or equivalent apparel) up to a maximum of \$1,000 and to defending championship teams at a National or International level.	Town offers grants up to \$1,000 for teams travelling outside North America and to defending championship teams at the National or International level
Oshawa	Yes	The City of Oshawa hosts an Annual Civic Sports Award Dinner to recognize athletes who represent and/or are residents of the City who have won, either as individuals or team members, World, Olympic, National or Provincial championships.	Actual figures for Sports Award Reception 1986 - \$ 7,612 1987 - \$11,183 1988 - \$10,696 1989 - \$13,542 1990 - \$14,465 1991 - \$16,300* *(Estimate)

The City Clerk's Department in consultation with the Community Services Department organizes this event.

An application form is mailed to all sports groups in the City and are reviewed by a Selection Committee.

To be eligible, the event must be governed by an International, National or Provincial sports body; sponsored by an organization authorized to hold such a competition; and, held at a location where it is possible and feasible for contestants from all participating areas to enter. The type of award shall be determined by the Selection Committee based upon the level of competition involved. The type of award to be distributed at the Annual Civic Sports Award Dinner will be a City of Oshawa medallion as follows:

- a) World (or Olympic) championship
 - Gold medallion with printed ribbon
- b) International Championship
 - Silver medallion with printed ribbon (for National level competition championship)
 - Bronze medallion with printed ribbon (for Provincial level competition championship)
- c) National Championship
 - Silver medallion with printed ribbon
- d) Provincial Championship
 - Bronze medallion with printed ribbon

One coach and a maximum of two championship officials are eligible.

Specially framed citations are presented to individuals who merit particular recognition

Regional Municipality Durham	No	None	Nil
London	Yes	<p>London's policy provides for the annual hosting of a Sports Awards Banquet for individuals and teams that have won a Provincial, National or International championship; the individual or team must have won a bronze, silver or gold medal in an International sport championship such as North America, World Cup or World Championship; or an individual must have qualified as a member of a Canadian Team in a games such as Pan-American, Commonwealth, F.I.S.U. World Student Games or the Olympics.</p>	<p>Approximately \$15,000 each year</p>
		<p>Walnut and bronze plaques identifying the achievement are presented to individuals and teams (not individual members of teams) along with City of London sports awards pins.</p>	

County of Brant	No	None	Nil
Regional Municipality of Peel	No	None	Nil
Hamilton	Yes	<p>Applicants must live in the City of Hamilton or represent a Hamilton Club</p> <p>The Championships which are won must be governed by a National or Provincial Sports Body; sponsored by an organization authorized to hold such a competition; held at a location where it is possible and feasible for contestants to participate from all sections of the Province or Dominion; and, on request, a statement must be obtained from the governing sports body stating that the event was recognized as an International, Dominion or Provincial Championship.</p>	
			\$15,000 budgeted for 1991 (Figures from 1980-1991 detailed in report)

Competition

a) Canadian or International Competition

- (i) The Civic Gold Ring will be awarded to all participants who win a Canadian or International Championship in Junior or Senior Sports Competition.
- (ii) A diamond will be mounted in the Civic Gold Ring of a participant who wins a second Canadian or International Championship in Junior or Senior Competition
- (iii) A ruby will be mounted in the Civic Gold Ring of a participant who wins a third Canadian or International Championship in Junior or Senior Competition.
- (iv) Only playing members plus a maximum of three team or club officials who win a Canadian or International Championship in Junior or Senior Competition will receive Civic Awards.
- (v) The Civic Sterling Silver Ring will be awarded to all participants who win a Canadian or International Championship

other than in Senior or Junior Competition.

b) Ontario (Provincial) Competition

- (i) The Civic Gold Pin will be awarded to participants who win a Provincial Junior or Senior Championship in sports competition.
- (ii) The Civic Sterling Silver Pin will be awarded to participants who win a Provincial Championship other than in Senior or Junior Competition.

Note: A second award of the same class shall not be given to any person.

16b.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 17

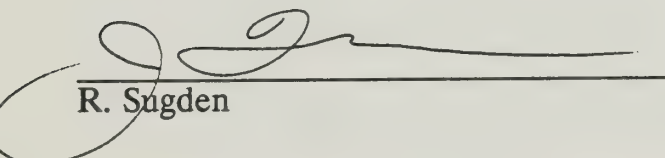
REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

FROM: R. Sugden, Director
Culture & Recreation

SUBJECT: CIVIC AWARDS PROGRAMME

RECOMMENDATION:

That the City of Hamilton's Civic Awards Programme be expanded to include the recognition of Hamilton residents who have been awarded with national or provincial awards in cultural areas.



R. Sugden

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

Citizens of Hamilton are often the recipients of national and provincial awards for outstanding cultural achievements. They may be recognized as practitioners in the arts, heritage, and broader cultural sectors. Award programmes also exist to honour volunteers and benefactors. Their recognition beyond the local community offers an opportunity for the City of Hamilton to applaud levels of excellence which have a significant impact on Canadian cultural development. A recent example is the Department of Communications' new Lescarbot Awards programme which honoured Mr. Irving Zucker and Mrs. Ruth McCuaig as arts benefactors at the regional level. Hamilton winners of national and international competitions would also be candidates for our City's Civic Awards Programme.

c.c. A. Ross, Treasurer

CITY OF HAMILTON
- RECOMMENDATION -

16(i)

DATE: 1992 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CIVIC AWARDS - STEEL CITY RIDERS
MOTORCYCLE CLUB

RECOMMENDATION:

- a) That a civic gold ring be awarded to Dave King for winning the 1991 Enduro Super Veteran Class National Motorcycle Championship; and,
- b) That a civic gold ring be awarded to Jamie Jones for winning the 1991 Senior Class National Motorcycle Championship; and,
- c) That a diamond insert be awarded for a previously awarded civic ring to Helmut Clasen for winning the 1991 Veteran Class National Motorcycle Championship; and,
- d) That a civic gold pin be awarded to Glen Morrison for winning the 1991 Enduro Senior Class Provincial Motorcycle Championship:

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



Approximately \$600.00 to be financed from Account No. CH 56126 84010 (\$6,207.96 balance in account as at 1992 May 31).

BACKGROUND:

Confirmation of these Championships has been received from the Canadian Motorcycle Association.

CITY OF HAMILTON
- RECOMMENDATION -

16 (ii)

DATE: 1992 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CIVIC AWARDS - HAMILTON AQUATIC SENIOR
MEN'S WATER POLO TEAM

RECOMMENDATION:

That Civic gold rings be awarded to the following members of the Hamilton Aquatic Senior Men's Water Polo Team for winning the 1992 Senior Men's Tier II National Championship on 1992 April 27 - 29:

Ian Barrow
Mike Carnegie
Pat Carr
Mitch Dent
Scott Elms
Quinn Fairley
Chris Lovett
Kirt Cushnie - Coach

Mark MacKenzie
Andrew Nevills
Jason Pudwill
John Waldow
Craig Waldram
Bill West
Geoff White
Craig Dougherty - Coach

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$3,768.00 to be financed from Account No. CH56126 84010 (\$6,207.96 balance in account as at 1992 May 31).

BACKGROUND:

Confirmation of this Championship has been received from Water Polo Canada

CITY OF HAMILTON
- RECOMMENDATION -

16(iii)

DATE: 1992 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

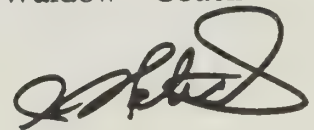
SUBJECT: CIVIC AWARDS - HAMILTON AQUATIC JUVENILE
MEN'S WATER POLO TEAM

RECOMMENDATION:

That civic silver pins be awarded to the following members of the Hamilton Aquatic Juvenile Men's Water Polo Team for winning the 1992 Provincial Championships held on 1992 April 10 - 12:

Kevin Button
Michael Davis
Quinn Fairley
David Gauldie
Joel Gunell
David Holden
Kurt Cushnie - Coach

Stephan Johnson
David Lang
Chris Lovett
Daniel Orlic
Mathew Whelan
Craig Woods
John Waldow - Coach



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$209.00 to be financed from Account No.CH 56126 84010 (\$6,207.96 balance in account as at 1992 May 31).

BACKGROUND:

Confirmation of this Championship has been received from the Ontario Water Polo Association.

CITY OF HAMILTON
- RECOMMENDATION -

16(iv)

DATE: 1992 June 16

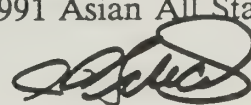
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CIVIC AWARDS - HAMILTON AND DISTRICT TEN
PIN BOWLING ASSOCIATION

RECOMMENDATION:

- a) That a civic gold ring be awarded to June Amlinger of the Hamilton and District Ten Pin Bowling Association for winning a gold medal in the trios event at the 1991 World Bowling Championships held in Singapore; and,
- b) That a civic gold ring be awarded to Al Tone of the Hamilton and District Ten Pin Bowling Association for winning a gold medal in the 1991 Asian All Star Bowling Tournament held in Malaysia.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$437.00 to be financed from Account No. CH 56126 84010 (\$6,207.96 balance in account as at 1992 May 31.)

BACKGROUND:

Confirmation of these championships has been received from the Canadian Ten Pin Federation Inc.

CITY OF HAMILTON
- RECOMMENDATION -

16 (✓)

DATE: 1992 June 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CIVIC AWARDS - HAMILTON TRANSWAY GIRLS
BASKETBALL TEAMS

RECOMMENDATION:

- a) That civic silver pins be awarded to the following members of the Hamilton Transway Bantam "A" Basketball Team for winning the 1992 Provincial Championship held in London, Ontario:

Sheri Acciaroli (Coach)
Megan Burney
Kerri Byer
Nadia Fortino
Tara Henschel
Willy Henschel (Coach)

Sarah Ireland
Christina King
Joanne Lusted
Jeanette Rusinak
Jaclyn Secore
Maria Stangerlin

- b) That civic silver pins and civic silver rings be awarded to the following members of the Hamilton Transway Bantam "AA" Basketball Team for winning the 1992 Provincial Championship held in London, Ontario, and the 1992 Brookwood International Championship held in Pierrefonds, Quebec:

Carrie Annable
Tami Asquith
Angela Papalia

- c) That diamond inserts for previously awarded civic silver rings be awarded to the following members of the Hamilton Transway Bantam "AA" Basketball Team for winning the 1992 Brookwood International Basketball Championship held in Pierrefonds, Quebec:

Helena DiGregorio
Lindsay Durham
Rachel Ellison
Jayme Green
Trena Humes

Sonja Horyn
Suzanne Millar
Katherine McColl
Carla Romano
Katie Walton

- d) That civic silver pins be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Provincial Championship held in London, Ontario:

Colleen Barker
Michelle Chabot (Coach)
Lisa Ciancone (Coach)
Jade DiBattista
Alicia Gunn

Kendra Hirst
Wendy Inkster
Leanne McMurray
Tracey Rowthorn

- e) That civic silver rings be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Waterford International Championship held in Waterford, Michigan:

Colleen Barker
Michelle Chabot (Coach)
Lisa Ciancone (Coach)

Jade DiBattista
Alicia Gunn
Leanne McMurray

- f) That diamond inserts for previously awarded civic silver rings be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Waterford International Championship held in Waterford, Michigan:

Skye Angus
Danielle Chabot
Carrie Ciancone
Kendra Hirst

Wendy Inkster
Tracey Rowthorn
Gina Tatti

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$2,265.00 to be financed from Account No. CH 56126 84010.

This Account will go into Overdraft as a result of this expenditure. Given that it is only June, it is anticipated that additional expenditures estimated at approximately \$5,000.00 will be incurred for the remainder of 1992.

Of the \$15,000.00 allocated for Civic Awards in 1991, \$10,982.04 was spent. Although \$15,000.00 has been allocated for 1992, the Account is now in overdraft. There is no real



reason for the increased number of applications received other than our Hamilton Sports Teams being more successful in Provincial, National and International Championships. The only other possible explanation for the increase in applications may be that more teams are aware of these Awards since the Hamilton Sports Council has become involved in reviewing all Civic Award applications.

This account is reported upon monthly by the Treasurer.

BACKGROUND:

Confirmation of these Championships has been received from the Ontario Basketball Association, the Brookwood Basketball Association of Pierrefonds, Quebec, and the Waterford Parks and Recreation Director.

c.c. Allan Ross, Treasurer

CITY OF HAMILTON
- RECOMMENDATION -

16(vi)

DATE: 1992 June 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CIVIC AWARDS - HAMILTON SYNCHRONIZED
SWIM TEAM

RECOMMENDATION:

That the following members of the Hamilton Synchronized Swim Team be awarded civic silver pins for winning the 1992 Ontario Trillium Provincial Championship in the "12 and under" team event:

Andrea Beattie
Kim Beveridge
Alicia Fawcett
Sylvia Fawcett

Lyn Johnson
Elly Kowalczyk
Christine Korneluk
Sarah Poole - Coach

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



Approximately \$120 to be financed from Account No. CH 56126 84010 (\$6,207.96 balance in account as at 1992 May 31).

BACKGROUND:

Confirmation of this Championship has been received from Synchro Swim Ontario

17a.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 28

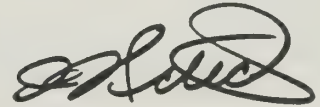
REPORT TO: Alderman D. Ross, Chairperson
and Members,
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: AMO Conference - 1992 August 23-25, Toronto, Ontario

RECOMMENDATION:

That consideration be given to granting authorization for a specified number of members of City Council to attend the 1992 Annual Conference of the Association of Municipalities of Ontario being held 1992 August 23-25 in Toronto, Ontario.



FINANCIAL IMPLICATIONS:

Approximately \$800.00. Sufficient funds are available in the Legislative Travel Account.

BACKGROUND:

The City of Hamilton is allotted Seven (7) voting delegates for the upcoming AMO Conference.

A copy of the preliminary announcements and registration forms are attached herewith.

JJS/SKR/dbm

/Attachments.

AMO SHOW '92

ONTARIO MUNICIPALITIES SHOW

Ontario Municipalities Show 1992 is being held in the Upper Level Exhibit Hall of the Metro Toronto Convention Centre. The show will provide conference delegates with an opportunity to identify required new products and services for the management of their municipalities.

On display are products and services relating to:

environment ** technical ** planning ** consulting ** recreation ** health ** social services ** public works ** public safety ** office equipment ** furnishings ** school boards ** government services ** general services ** institutions ** libraries ** utilities ** police ** fire departments

Approximately \$12 billion are spent on such purchases each year. Why not take this opportunity to acquaint yourself with the very latest products and services available to communities and municipalities.

Trade Show hours are:

Monday August 24 th 10:00 am - 5:00 pm
Tuesday August 25th 10:00 am - 4:00 pm

INFORMATION

Resolutions

All resolutions for discussion at the Annual Meeting shall be submitted to the AMO at least 60 days prior to the date fixed for the Annual Meeting. If time permits, late resolutions from member municipal councils may be received and dealt with, provided the proposer delivers to the Executive Secretary 800 copies of the resolution at least one day immediately prior to the date fixed for the Annual Meeting.

Hotel Information

A block of bedrooms has been reserved at the Royal York Hotel at the following rates:

Room rates: \$110.00 single (1 person)
\$130.00 twin/double (2 persons)

All hotel reservations are to be made *directly* with the Royal York Hotel. In order to make your hotel reservation, please complete the enclosed hotel reservation card and mail directly to:

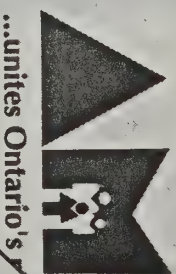
ROYAL YORK HOTEL
100 Front Street West
Toronto, Ontario, Canada M5J 1E3
Telephone: (416) 368-2511
Fax: (416) 368-2884

Hotel reservations are held until 6:00 pm, unless guaranteed by a credit card, cheque or money order. *Any changes to your hotel reservation should be made directly with the Hotel.* Telephone reservations can be made with the hotel by calling (416) 368-2511. Specify that you are attending the 1992 AMO Conference.



BIGGER SLICES
FROM A
SMALLER PIE

ASSOCIATION OF
MUNICIPALITIES OF
ONTARIO
ANNUAL CONFERENCE



FIRST ANNOUNCEMENT
Sunday August 23 - Tuesday August 25, 1992

Royal York Hotel
Metro Toronto Convention Centre
Toronto, Ontario

1992

1992

1992

WELCOME

Welcome

I am pleased, on behalf of the Board and Executive of AMO to invite you to the annual conference. This year's theme - Bigger Slices of a smaller pie - reflects the municipal concern about how to do more with less. All the workshops being developed, whether about the environment or about finances, are designed to help you with your own municipal issues. The conference is also a good place for you to talk to local politicians from other parts of the province. You will find in both the general sessions and in the informal hospitality many other people who are interested in the same issues as you are.

We have invited Premier Bob Rae, Minister of Municipal Affairs, Dave Cooke and other key cabinet ministers to speak and to answer questions. These sessions are always lively as they are opportunities to raise municipal issues that are often overlooked in the larger political context.

Your registration includes free entrance to the Municipalities Trade Show which features a whole range of supplies and services of interest to municipalities. The conference sessions will be held in the Metro Toronto Convention Centre along with the trade show so you will be able to visit the many exhibits and booths easily.

The resolutions sessions enable you to express your opinions on the whole range of problems facing all levels of municipal governments. Your decisions on these issues become AMO policy and are forwarded to all the appropriate ministries, often directly to the minister at a consultation meeting.

Many of you were first elected in the last municipal elections. You are particularly encouraged to join us since you represent new trends and new ideas in municipal government. We need your voice to strengthen our position in all our consultations with the province.

The AMO annual meeting is an important part of the municipal government in Ontario. Join us for an interesting perspective on your work as a municipal official in Ontario.

Mayor Helen Cooper
President
AMO

1992

REGISTRATION

Registration Information

Delegate and companion registration fees include:

- admission to all sessions
- admission to the Ontario Municipalities Show
- welcome reception
- annual dinner and dance
- closing session

Extra banquet tickets will be available at an additional cost of \$75.00. Please refer to the registration form and indicate number of extra tickets required. *Payment for extra banquet tickets must accompany registration form.*

The following sections and numbers correspond with the registration form.

1. Fees

EARLY BIRD (Postmarked prior to and including JUNE 19, 1992)

MEMBER	Delegate	\$315.65 (295.00 + GST)
	Companion	\$117.70 (110.00 + GST)

NON-MEMBER	Delegate	\$378.78 (354.00 + GST)
	Companion	\$141.24 (132.00 + GST)

REGULAR (Postmarked on or after JUNE 22, 1992 up to and including August 14, 1992)

MEMBER	Delegate	\$353.10 (330.00 + GST)
	Companion	\$131.61 (123.00 + GST)

NON-MEMBER	Delegate	\$423.72 (396.00 + GST)
	Companion	\$158.36 (148.00 + GST)

ON-SITE REGISTRATION (August 23 - 25, 1992)

MEMBER	Delegate	\$425.86 (398.00 + GST)
	Companion	\$159.43 (149.00 + GST)

NON-MEMBER	Delegate	\$511.46 (478.00 + GST)
	Companion	\$190.46 (178.00 + GST)

Registration forms will be accepted up to and including August 14, 1992. After that date all registration must be on-site.

1992

INFORMATION

2. Optional Tours

Optional tours are available for the enjoyment of companions and delegates at the 1992 AMO Conference. For complete tour descriptions refer to the companions information card. All tour tickets must be purchased in advance. **Tour tickets will not be sold on-site.** For this reason we encourage you to pass along the separate companions information card to your companion in order that he/she may make their selection, purchase a ticket and not miss out!

Please indicate the number of tickets requested on the registration form. *Payment for tours must accompany registration form.*

3. Special Events

These events are included in the delegate and companion registration fee. Please indicate your intention to attend.

Reserved seating will be available for the conference banquet.

Your registration package will contain a voucher to be exchanged for a banquet ticket. An Exchange Desk will be set-up in the

AMO registration area between the hours of:

Sunday August 23rd	3:00 pm - 8:00 pm
Monday August 24th	8:00 am - 5:00 pm
Tuesday August 25th	8:00 am - 12:00 pm

4. Payment

Please complete the registration form, *enclose a cheque payable to the ASSOCIATION OF MUNICIPALITIES OF ONTARIO* and mail to:

1992 AMO Annual Conference

Conference Management

c/o Congress Canada

191 Niagara Street

Toronto, Ontario, Canada M5V 1C9

Telephone: (416) 860-1772

Fax: (416) 860-0380

Confirmation of Registration

Confirmation of your registration will be sent to you providing your completed registration form and proper payment have been received in the Congress Canada office by July 24, 1992.

Confirmations of registrations received after that date will be distributed on-site. **Please note that registration forms will not be processed unless accompanied by proper payment.**

Cancellations

Cancellations must be requested in writing and received by Congress Canada, Conference Management no later than **July 31, 1992**. Cancellation by telephone will not be accepted. An administration fee of \$53.50 will apply to all refunds.

1992

COMPANIONS



ASSOCIATION OF MUNICIPALITIES
OF ONTARIO

ANNUAL CONFERENCE



... unites Ontario's municipalities

COMPANIONS INFORMATION

Sunday August 23 - Tuesday August 25, 1992
Royal York Hotel
Metro Toronto Convention Centre
Toronto, Ontario

Registration Information

Your companion registration fees include:

- admission to all sessions
- admission to the Ontario Municipalities Show
- welcome reception
- annual dinner and dance
- closing session

Companions are encouraged to attend conference plenary and workshop sessions.

Extra banquet tickets will be available at an additional cost of \$75.00. Please refer to the registration form and indicate number of extra tickets required. *Payment for extra banquet tickets must accompany registration form.*

Optional Tours

All tour tickets must be purchased in advance. **Tour tickets will not be sold on-site.** For this reason we encourage you to make your selection and purchase a ticket early in order that you do not miss out!

Please indicate the number of tickets requested on the registration form. *Payment for tours must accompany registration form.*



OPTIONAL TOURS



1. City Tour/CN Tower Lunch

Monday August 24 (11:00 am - 2:30 pm)

You may have visited Toronto previously, but you've never seen it like this. This "get-acquainted" tour of Toronto will include such famous attractions as Queen's Park, the Parliament Buildings, Old and New City Hall, St. Lawrence Market and Hall, the Eaton Centre, the Bay-King financial district, Harbourfront, Kensington Market, Casa Loma, Chinatown, and the boutiques in elegant Yorkville. Lunch will be served at the "Top of Toronto" restaurant, revolving high above the city in the CN Tower.

Cost: \$42.00 inclusive per person, minimum 35 people per bus.
(Cost includes guided tour, admission to CN Tower, lunch, taxes, gratuities, and escort.)

2. McMichael Collection/Lunch

Monday August 24 (11:30 am - 4:00 pm)

The afternoon will begin with lunch at the Collection Restaurant, followed by a guided tour through the gallery. No spot in Ontario more dramatically combines the grandeur of nature with the creativity of man than the McMichael Canadian Collection. The gallery is situated on the west of the Humber Valley and is comprised of thirty rooms constructed from handhewn timbers and native stone. This provides an impressive setting for some 2,000 works by Canada's most famous artists.

Cost: \$54.00 inclusive per person, minimum 35 people per bus.
(Cost includes return transportation, commentary en route, guided tour, admission, lunch, taxes, gratuities, and escort.)

3. Dinner Theatre

Monday August 24 (5:30 pm - 11:30 pm)

As "Broadway of the North" Toronto ranks third in the world for live theatre - only New York and London have more footlights than Toronto.


Cost: \$64.00 inclusive per person, minimum 35 people per bus.
(Cost includes return transportation, dinner, theatre, taxes, gratuities and escort.)

4. Walking Tour


Tuesday August 25 (10:00 am - 12:00 pm)

This enjoyable short tour starts at the Convention Centre and passes Roy Thomson Hall, the old post office, Union Station, St. Lawrence Market and the Old Town Hall, the Toronto Stock Exchange, then enters the underground shopping mall.

Cost: \$11.00 inclusive per person, minimum 10 people. (Cost includes guided tour, maps and taxes.)



1992



17 b.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 18

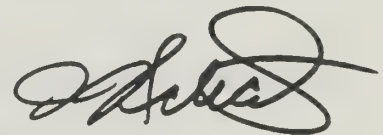
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Request for endorsement for the permanent opening of
Lakeport Brewing Corporation's retail Cold Beer Store
on Sundays.

RECOMMENDATION:

That consideration be given to endorsing the request of Lakeport Brewing Corporation to permanently open its retail Cold Beer Store on Sundays at its plant at 201 Burlington Street East.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Lakeport Brewing Corporation has requested the City's endorsement of them permanently opening their Cold Beer Store on Sundays.

As a result of a poll conducted, the majority of City Council members approved of an interim Sunday opening on Sunday, 1992 June 21st and Sunday, 1992 June 28th.

This request is being made by Lakeport Brewing Corporation as a result of the Liquor Control Board of Ontario's moratorium on accepting applications for Sunday openings at micro-brewery outlets and on-premise winery retail outlets being lifted. The City's endorsement of Lakeport's application will enable the L.C.B.O. to consider authorizing Sunday openings.

LAKEPORT

BREWING CORPORATION

201 Burlington Street, East
Hamilton, Ontario L8L 4H2
Tel: (416) 523-4200
Fax: (416) 523-4544

June 12, 1992

BY FAX

Mr. J.J. Shatz
City Clerk
City Hall
71 Main Street West
Hamilton, Ontario L8N 3T4

Subject: Lakeport Brewing Corporation

Dear Mr. Shatz:

This letter will serve as a formal request to give Lakeport Brewing Corporation authorization to open our retail Cold Beer store on Sundays, for the general public to purchase cold beer.

Attached is a copy of a letter from the L.C.B.O. giving authorization providing City Council approves this request.

To assist the council members, we have been advised that Upper Canada Brewery in Toronto has been granted permission to open their retail store effective Sunday, June 14/92.

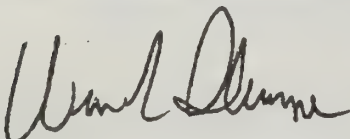
Also permission has been given to the Brick Brewing Company of Kitchener, Waterloo to open their retail store on Sundays.

In both instances City Council was polled and approved the opening on Sunday.

It is our intention to open every Sunday from 12 noon to 8 PM, which would include a plant tour to any interested groups at 3 PM on each Sunday.

Approval would be greatly appreciated so that we may open our store effective Sunday June 21/92.

Yours very truly,
LAKEPORT BREWING CORPORATION



William R. Sharpe
President & C.E.O.

WRS/rlw
encl.



55 Lake Shore Blvd. E.
Toronto, Canada
M5E 1A4

Cable: Dispensont
Telex: 065-24045
Fax: 416/ 864-2476
Tel: (416) 864-6821

Liquor
Control Board
of Ontario

Régie
des alcools
de l'Ontario

June 12, 1992

BY FAX (416) 523-6069

Mr. William R. Sharpe
President and Chief Executive Officer
Lakeport Brewing Corporation
201 Burlington Street, East
Hamilton, Ontario
L8L 4H2

Dear Mr. Bill:

Attached you will find a notice to various groups involved in the sale of beverage alcohol issued in August 1991.

The only change effective June 10, 1992 is with regard to item (1). A by-law from Municipal Council is not required.

A city resolution or city council endorsement indicating community support for the opening of the retail store will suffice in order to receive our approval.

Sincerely,

Rowland Dunning
Executive Director
Corporate Services

docs\rd\lakeport.rd



circulate

55 Lake Shore Blvd. East
Toronto, Canada
M5E 1A4

Cable: Dispensont
Telex: 065-24045
Tel: 416/965-4901
Fax: 416/965-2940

*file
Gus
W...*

Liquor
Control Board
of Ontario

Régie
des alcools
de l'Ontario

CHAIRMAN AND
CHIEF EXECUTIVE OFFICER
PRÉSIDENT ET
DIRECTEUR GÉNÉRAL

August 12, 1991

TO : Wine Council of Ontario
 Brewers of Ontario
 All Ontario Wineries
 All Ontario Microbreweries

I am writing to advise you that the LCBO's moratorium on accepting applications for Sunday openings at micro-brewery outlets and on-premise winery retail outlets is now lifted.

This action is consistent with the spirit of the provincial government's general approach with respect to a common pause day in Ontario.

To open on Sundays, wineries and micro-breweries:

- 1) must have a by-law from their municipal council allowing them to open their on-site store on Sundays.
- 2) must conduct public tours on the Sundays their stores are open.
- 3) must have written authorization for Sunday opening from the LCBO.

Further information can be obtained from, and applications submitted to, Mr. Rowland Dunning, Director, Policy and Issues Management at the LCBO, at (416) 864-6821.

Sincerely,

Andrew S. Brandt
Chairman and Chief Executive Officer

17c.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 19

REPORT TO: Mrs. S. Reeder
Secretary, Finance and Administration

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Flea Market By-law 89-56

RECOMMENDATION:

That the Finance and Administration Committee take no action on the request to repeal By-law 89-56 Respecting the Licensing of Flea Markets.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

This matter was tabled by the Finance and Administration Committee pending a report from the Manager of the Licence Division. A review of the By-law was requested by an owner of a local Flea Market, who questioned the necessity of continuing with the By-law.

The Licensing and Regulation of Flea Markets was established in 1987 following approval for a request for private legislation from the Province of Ontario.

The rationale for the licensing of Flea Markets centred on their adverse impact on residential neighbourhoods, parking problems and difficulties with fire access on residential streets near these facilities.

Coincidentally, at the same time, a number of local businesses were complaining to the City about unfair competition by transient vendors, who were selling on street corners, parking lots and flea markets. These complaints were about the unfair competition, particularly on Sunday, as these vendors were allowed to be open and did not have the same expenses as established businesses.

While some of the stallholders at Flea Markets have established business locations in Hamilton, the majority are non-resident businesses. It has been confirmed that the Flea Market Owners are being assessed for Business Tax.

In 1989, the sections of the Flea Market By-law which contained references to a radial distance separation of 500 meters to residential districts and parking requirements were repealed. The Zoning By-law was amended to control these matters. The By-law now requires licensing for Flea Market Owners and Stallholders. The current licence fees for Flea Market Owners are:

1-20 stands	- \$ 605.00
21-50 stands	- \$1,210.00
51 or more	- \$1,814.00

The fee for individual Stallholders is: \$61.00 yearly.

Persons who sell food or second hand goods are licensed separately under other sections of the By-law and do not require Stallholder licences.

The By-law also requires that a floor plan and parking plan be submitted by the Flea Market Owner to the Building Department. It also regulates the hours of operation of Flea Markets, which states that they shall be closed at 5:00 p.m. each day and remain closed until 10:00 a.m. the following day.

In making a determination as to the validity of continuing to license Flea Markets, contact was made with the Pawn and Second Hand Officer of the Hamilton-Wentworth Regional Police, who is responsible for controlling the activities in Pawn and Second Hand Shops as well as Flea Markets. He advised that because of the licensing requirements use can be made of this information as a resource in knowing the persons in the community that operate from Flea Markets. For the Committee's information, the Police are aware that some stolen merchandise is being sold through the Flea Markets. They also feel that their Community-based policing activities will go hand in hand with the City's licensing requirements with respect to Flea Markets. The requirement of a character check also provides a screening mechanism for the Licensing Committee to better ensure the public's protection from these businesses which operate only on Sundays.

Notwithstanding the fact that the Flea Market By-law was originally enacted to control the location of Flea Markets in the City, which is now regulated by the Zoning By-law, the continuation of licensing of Flea Markets will assist the Hamilton-Wentworth Region Police and will continue to provide an established mechanism for the City to better protect its citizens.

17 d.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: ONTARIO HYDRO'S APPOINTMENT TO THE
HAMILTON HYDRO ELECTRIC COMMISSION

RECOMMENDATION:

That, in accordance with Ontario Hydro's policy, the City forward letters of application received from Mary Lou Dingle and Michael Dale Parayeski to Ontario Hydro to assist them in making their citizen member appointment to the Hamilton Hydro Electric Commission.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

The Council of the Corporation of the City of Hamilton is required to submit a list with a minimum of two (2) possible candidates to Ontario Hydro to assist them in making their citizen appointment to the Hamilton Hydro Electric Commission.

The City advertised for citizens interested in being considered for appointment to the Hamilton Hydro Electric Commission as Ontario Hydro's representative and attached are letters of application received from Mary Lou Dingle and Michael Dale Parayeski.

attached

JUN 17 1992

93 Dalewood Crescent
Hamilton, Ontario
L8S 4B8
June 17, 1992

Mr. J.J. Schatz
City Clerk
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

Re: Ontario Hydro Citizen Appointment to
the Hamilton Hydro-Electric Commission

Thank you for arranging to let me know that Council has been asked to prepare a list of people Ontario Hydro should consider when it appoints its representative to the Hamilton Hydro-Electric Commission.

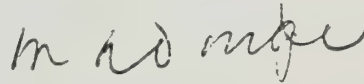
I would appreciate it if you would ask the members of Council to include my name among those applicants they are reviewing for recommendation.

I have had the good fortune to spend all my working life in Hamilton. Not only have I enjoyed a busy career as a practising lawyer, but I have also participated widely in the local community as a volunteer. I bring the skills from this broad experience to my office as Chair of the Hamilton Hydro-Electric Commission, a position in which I have served for approximately 1 1/2 years.

I do hope Council will include my name among those it recommends to Ontario Hydro since I very much enjoy serving this community as a member of the Hydro Commission.

If anyone requires any further information, or if anyone would like to meet with me, please let me know. I enclose my Curriculum Vitae.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "m l dingle".

Mary Lou Dingle

MLD:mm
Encl.

MARY LOU DINGLE

CURRICULUM VITAE

Background

Graduated Brampton High School, 1955

Graduated McMaster University, General Arts, 1958

Graduated Osgoode Hall Law School, 1961

Called to the Ontario Bar with Honours, 1964

Joined Martin & Martin, Lawyers, Hamilton, 1965

Made a Partner of Martin & Martin, 1972

Made a Queen's Counsel, 1982

Community Involvement

Elizabeth Fry Society, Hamilton

1970 to 1975, Charter Member, Director, and
Vice-President

Metropolitan Hamilton District, Canadian Cancer Society

1970 to 1972, Commemoration Funds Chairman
1973, Vice-Chairman, Education Committee

Equal Rights Review and Coordinating Committee struck
by Senate, McMaster University

1972 to 1975, Member

Legal Aid Area Committee, Hamilton

1973 to 1982, Member

The Planned Parenthood Society of Hamilton

1973 to 1974, Director
1975, Vice-President

Interim Maternal and Child Health Care Committee (Clark
Committee) struck by Hamilton District Health Council

1975, Member

MacNeill Baptist Church, Hamilton

1975 to 1977, 1980 to 1983 and 1987 to 1989,
Deacon
1978, Member, Finance Committee
1983 to 1985, Member, Christian Education
Committee
1987 to 1989, Vice-Moderator
1989 to 1991, Moderator

Community Study and Action Committee, Association of
Early Childhood Education, Hamilton Branch

1977 to 1979, Member

Community Information Service, Hamilton-Wentworth

1978, Director
1979 to 1981, President

McMaster Divinity College

1979 to 1982, 1987 to 1991, Trustee
1981 to 1982, Vice-Chairman, Board of Trustees
1981 to 1982, Senator

Alternatives for Youth

1980 to 1982, Director

The United Way of Burlington, Hamilton-Wentworth
1981 to 1985, Director
1982 to 1985, Executive

The Canadian Club, Hamilton
1982 to 1984, Director

The Ontario Human Rights Commission
1982 to 1985, Commissioner

The Hamilton Law Association, Wills Subsection
Executive
1984 to 1989, Member

St. Joseph's Hospital Foundation
Bequest and Endowment Committee
1985 to 1987, Member

Hamilton Hydro-Electric Commission
1986 to 1991, Vice-Chairman
1991 to date, Chairman

The Hamilton Foundation
1986 to 1987, Director
1987 to 1988, Treasurer
1988 to 1989, Vice-President
1989 to 1990, President

The Hamilton Gallery of Distinction
1987 to 1988, Director
1988 to 1989, Secretary

McMaster University, The Presidents' Advisory
Committee on Relations with the Community
1991 to date, Co-Chair

Victorian Order of Nurses, Hamilton-Wentworth Branch
1991 to date, Director

Idlewyld Manor
1992 to date, Member of the Ladies' Board of
Management

Other Miscellaneous Activities from 1965 to Date

Active Public Speaker

"TV Lawyer", Local Cable Television

Coordinator, Layman's Law Courses, Y.W.C.A. and Mohawk College

Founding member, George R. Allan School Lunch Program

Duty Counsel, Legal Aid Clinics

United Way Canvasser and 1978 Chairman, Lawyers' Canvass

McMaster University Medical School, Admissions Interviewer for 4 successive years

McMaster University 1980/81 Financial Campaign, Canvasser

Advertising & Sales Club of Hamilton Judge for Citizen of the Year for the years 1982, 1983, and 1984

"Concerned Citizens of Hamilton", 1985, Member

Progressive Conservative Association of Ontario, 1986 Policy Day Committee

McMaster University, Strategic Alternatives Working Group on Academic Programmes and Students for McMaster's Strategic Planning, 1990

JUN 15 1992

MICHAEL DALE PARAYESKI, LL.B.

35 Paisley Avenue North
Hamilton, Ontario
L8S 4G5

June 12, 1992

Mr. J. J. Schatz, City Clerk
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

Re: Hamilton Hydro Electric Commission Appointment

I am writing in response to the recent notice in the Hamilton Spectator seeking citizens who wish to be considered for appointment to the Hamilton Hydro Electric Commission.

I am a litigation partner in the law firm of Agro, Zaffiro et al. I have been practicing law in this city since 1978, and make my home here. Most of my work is in the insurance defence and administrative law areas. Both fields have exposed me significantly to the interpretation of statutes and dealing with regulatory bodies.

As a professional proprietor in the city and a resident, I consume electricity. I believe that this perspective on the Board, if advanced constructively, would be an asset. I am also concerned with the environmental aspects of the providing of electricity in the province. I know the limitations on local Boards in regard to influencing the entire province, but a quiet and reasoned voice is not without influence.

... 2

I would view serving on the Board as a small contribution back to the community in which I work and raise my daughter. I served on the Property Standards Committee of the City of Hamilton for two terms and found that to be a rewarding way of returning something to the city.

Yours very truly,



Michael Dale Parayeski

18.

Lucy

19a.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 May 27

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

MAY 28 1992

FROM: Stella Glover, Secretary
English Language Sub-Committee

SUBJECT: English Language Sub-Committee Vacancy

RECOMMENDATION:

That the resignation of Tommy Tarpos from the English Language Sub-Committee be accepted and that the necessary steps be taken to fill this vacancy.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

If this vacancy is to be advertised it is the normal practice to advertise on two occasions at an approximate cost of \$500/\$600.

BACKGROUND:

Attached for the information of members of the Finance and Administration Committee is Mr. Tommy Tarpos' letter of resignation from the English Language Sub-Committee.

The English Language Sub-Committee received this letter at their meeting of 1992 May 26 and made the foregoing recommendation.

cc: B. Walters, Vice-Chairperson
English Language Sub-Committee
File

May 25, 1992

Mrs. Stella Glover
Secretary - English Language Sub-Committee
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mrs. Stella Glover:

My letter to you today will serve as confirmation in writing how I feel about the English Language Sub-Committee, it's Terms of Reference, composition and effectiveness to serve not only the citizens of Hamilton, so highly respected by me, but the Finance and Administration Committee and City Council.

Allow me to begin with my application for a position on the once newly formed English Language Sub-Committee. The Terms of Reference for this committee were listed in the advertisement in the Hamilton Spectator, and were very clear to me at that time. My interpretation of the Terms of Reference allowed the English Language Sub-Committee, "TO RECOMMEND SOLUTIONS AND MEANS OF ACTION REGARDING THE PROBLEMS ENCOUNTERED BY HAMILTON'S ENGLISH-SPEAKING COMMUNITY". The Terms of Reference set out for the English Language Sub-Committee were so wide open in terms of what could be accomplished by this committee that I felt I could serve the citizens of Hamilton and the Finance and Administration Committee in an honourable, respectful manner with regards to any problems encountered by the English-speaking community. This includes the recommendation from the English Language Sub-Committee to the Finance and Administration Committee to send a letter to the Provincial Government, expressing our concerns about bilingual signs being placed on Hamilton area highways, in these extremely difficult economic times. There was absolutely no indication whatsoever in the Terms of Reference that the English Language Sub-Committee could not criticize, challenge or object to any provincial or national policy with regards to bilingualism as suggested by the agenda review committee.

On November 26 at the final meeting of 1991, the English Language Sub-Committee discussed the membership composition, and let me say, it is an honour to have the mayor sit in on the Sub-Committee but the Sub-Committee felt that any other Council representative could advise and assist the English Language Sub-Committee with its' objectives. Our request was treated disdainfully and subsequently two councillors found the time to sit with and assist another Language Sub-Committee and offer no assistance, participation or concern for the prosperity of the English Language Sub-Committee. Where is the equality at City Hall?

The Finance and Administration Committee's attempts to divert from the real problem, **our Terms of Reference**, to a problem of **English vs French** tells you they simply did not want to deal with this political hot-potato. Where is the integrity at the Finance and Administration Committee?

The English Language Sub-Committee has become ineffective by the oppression of the Finance and Administration Committee and Council. To add, "UNDER THE CONTROL AND JURISDICTION OF HAMILTON CITY COUNCIL" at the end of the mandate sounds domineering to say the least. For Council to include, only issues of municipal content from the English Language Sub-Committee will be considered by the Finance and Administration Committee, is an admission in itself that the English Language Sub-Committee was within the bounds of the original Terms of Reference with regards to the recommended letter on bilingual signs.

The following three points set out the style in which the Finance and Administration Committee were adherent to our recommendations:

- 1) Our first recommendation for the Finance and Administration Committee to define our Terms of Reference led to their attempt at diversion with an **English vs French** perception.
- 2) Our subsequent recommendation for the Finance and Administration Committee to accept our definition for clarification purposes led to their treatment of this issue with unimportance, worthlessness and completely ignored our efforts.
- 3) Our final recommendation for the Finance and Administration Committee to have the City Solicitor define for clarification purposes the Terms of Reference and Mandate of the English Language Sub-Committee led to their oppressive behaviour when they simply changed the Terms of Reference and Mandate to suit themselves, instead of confronting this problem forthright.

For Council members to create a Sub-Committee, adopt Terms of Reference and a Mandate, appoint citizens that volunteer to a Sub-Committee, then one year later refuse to establish a definition for clarification purposes to the Sub-Committee and publicly attack and attempt to embarrass the committee and its members with comments such as, "Those Sub-Committee members who can't understand what their role is should resign", and, "If you don't like the role of the Sub-Committee please leave the Sub-Committee", is absurd.

The examination of the vigorous efforts of the English Language Sub-Committee members to establish a simple definition of their Terms of Reference and Mandate that would enable them to continue to perform in a mode that Council originally set out, then not define the Terms of Reference, suggests a tendency toward a hidden agenda. When such an elementary request and procedure can not be established by the current administration implies suspect.

The haphazard fashion in which Council adopted the creation of the Terms of Reference for all Language Sub-Committees leads me to **very strongly suggest that Council DISBAND ALL Language Sub-Committees** because they potentially create more problems than solutions can be attained. The very nature of language protection and enhancement has the potential to inject needless racial sentiment within our community.

The exhaustive efforts to confirm a definition of the Terms of Reference for the English Language Sub-Committee of today and for the future were inappropriately diverted, ignored and oppressed by this administration. Consequently, I am no longer prepared to serve as Chairman, nor as a member of this English Language Sub-Committee and ask that you accept this as my letter of resignation, effective immediately upon receipt.

Sincerely,



Tommy Tarpos C.T.C.

146 Strawberry Drive

Hamilton, Ontario

L8E 4S2

TT/ba

19b

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
English Language Sub-Committee

SUBJECT: English Language Sub-Committee Vacancy - Rita Bosas

RECOMMENDATION:

That the resignation of Rita Bosas from the English Language Sub-Committee be accepted and that the necessary steps be taken to fill this vacancy.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

If this vacancy is to be advertised it is the normal practice to advertise on two occasions at an approximate cost of \$500/\$600.

BACKGROUND:

The attached letter of resignation will be presented to the English Language Sub-Committee to be formally received at its meeting of 1992 June 30. However, because the Finance and Administration Committee already has before it the resignation of Tommy Tarpos, it was felt advisable that this subsequent resignation be forwarded directly in order that the two resignations may be dealt with as expeditiously and economically as possible.

cc: B. Walters, Vice-Chairperson
English Language Sub-Committee
File

Rita Bosas
172 Darlington Drive
Hamilton, Ontario
L9C 2M5

June 10, 1992

Mrs. Stella Glover
Secretary - English Language Sub-Committee
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

JUN 15 1992

Dear Mrs. Glover:

After a lengthy consideration I decided to go ahead with my letter of resignation. I am no longer prepared to serve as a member of the English Language Sub-Committee.

It was not an easy decision to make. When I applied for a position on the English Language-Sub-Committee in 1990, I was led by the desire to put my multicultural and immigrant background at the service of the citizens of Hamilton and especially its ESL community. Having come to Canada in 1989, I hoped at the time of the interview that I could provide some fresh perspective and ideas concerning language needs of new Canadians. On the other hand I was aware of the problems resulting from bilingualism in Canada.

I feel the English Language Sub-Committee got off to a very good start until we got entangled in the battle with the Finance and Administration Committee over the issue of the installation of bilingual signs in Hamilton. I was among the Sub-Committee members who voted in favour of the recommendation to send a letter to the Provincial Government, expressing our concerns over money to be spent on bilingual signs in these extremely difficult economic times. I feel the projected \$4 million to be spent for this purpose over the next three years could be used to address the needs of immigrants and the illiterate. I feel that at a time when tuition fees for paid ESL classes are up, to the point that some immigrants cannot afford them, and free ESL classes are overflowing, bilingual signs are a luxury the province cannot afford.

The Sub-Committee's collective standpoint on the bilingual sign issue

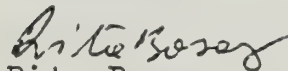
received an overwhelming support from the citizens of Hamilton who attended the Sub-Committee's meeting on March 31,1992.

I was also extremely upset by the public attacks and attempts to embarrass the Sub-Committee and its members by the Finance and Administration Committee./Quote/:"Those Sub-Committee members who can't understand what their role is should resign" and"If you don't like the role of the Sub-Committee please leave the Sub-Committee"/Unquote/

I am leaving the Sub-Committee not because I can't understand its role but because I no longer believe that the time spent at its meetings can be productive since without support and understanding at City Hall the Sub-Committee's activities may become an exercise in futility.

Please accept this as my letter of resignation,effective immediately upon receipt.

Sinnerely,


Rita Bosas

20.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 17

REPORT TO: Mrs. S. K. Reeder
Secretary, Finance & Administration Committee

FROM: Mrs. S.M. Glover
Secretary, Taxi Advisory Committee

SUBJECT: Class "C" Livery Vehicles

RECOMMENDATION:

- (1) That the attached Bill which amends Licence By-law 79-323 by deleting all reference to Class "C" Livery Vehicles be approved and forwarded to City Council for adoption.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The elimination of Class "C" Livery Vehicle inspections by Licence Inspectors.

BACKGROUND:

At its meeting of 1992 June 16 the Taxi Advisory Committee was in receipt of the following report of the Licence Division Manager with regard to Class "C" Livery Vehicles and, after consideration, made the foregoing recommendation.

"City Council, at its meeting held on May 14, 1991, in adopting Section 12 of the Tenth Report of the Finance and Administration Committee:

- (a) Authorized and directed the City Solicitor to prepare a draft By-law to amend Schedule 4a of By-law 79-323 respecting Class "C" Livery Vehicles as follows:

- (i) That the term for which Class 'C' Livery Vehicle Licenses are issued during 1992 be limited to the period from January 1, 1992 to June 30, 1992, in contemplation of eliminating this class of licence.
 - (ii) That the number of Class "C" Livery Vehicle Licences to be issued in 1992 be limited to 50.
 - (iii) That the licence fee respecting Class "C" Livery Vehicle Licences be reduced to reflect the 6-month term.
- (b) That the Licence Division be authorized to send special notice to all owners that the drivers of Class "C" Livery Vehicle Licences of City Council's intention to eliminate this class of licence.
- (c) That, upon the Licence Division being satisfied itself there will be no interruption to the School Transportation requirements of the Boards of Education, a second By-law be sent to the appropriate Committees and City Council to make the additional changes necessary to eliminate Class "C" Livery Vehicles.
- (d) Failing the conditions being met in Recommendation (c), the By-law in Recommendation (a) will expire and be replaced by Schedule 4a as it existed prior to the date of the enactment of this By-law.
- (e) That staff investigate amending Class "B" Livery Licences to include those passengers who are presently transported in Class "C" Livery Vehicles and who are disabled children and disabled adults who are students at a local Board of Education or hospital.
- (f) That the draft By-laws be forwarded to the Taxi Advisory Committee for their consideration.

On December 10, 1991, By-law 92-005 was enacted and gave effect to Sections 12(a)(i) (ii) (iii) above. The Special Notice referred to in Resolution 12(b) was also sent.

This report deals with the remaining recommendations 12 (c) (d) (e) and (f).

In order for the Licence Division to satisfy itself that there will be no interruption to the school transportation requirements of the Boards of Education (12(c)) and for staff to

investigate amending Class "B" Livery Licences (12(e)), interviews were held with Sue Wilson (Hamilton Board of Education) and Joe Wintar (Hamilton-Wentworth Separate School Board).

It should be noted that prior to the introduction of Class "C" Livery Vehicles, all School Transportation by the three Taxi Companies was handled in taxicabs only.

According to the records of the Licence Division, only 39 Class "C" Livery Vehicle remain. The number of Class "C" Livery Vehicles has been steadily declining during the last 2-3 years as more taxicabs have been utilized for School Transportation.

Both the Hamilton Board of Education and Separate School Board representatives have indicated that they have no concerns that students presently being transported in Class "C" Livery Vehicles will now be required to be transported in taxicabs. It should be noted that there are only a small number of students utilizing livery vehicles, with the vast majority of students being transported in taxicabs. The type of vehicle transporting these children is not an issue to the School Boards. It was pointed out, however, that livery drivers usually provide more stability than taxicab drivers due to the fact that School Transportation is their only obligation. It is important that any new taxicab drivers receive adequate instruction in the transportation of students.

Regarding Recommendation 12(e) above, we are satisfied after consulting with the Boards of Education that there are no passengers who are presently transported in Class "C" Livery Vehicles that cannot be adequately transported in taxicabs. There are a number of students who are disabled, but who do not require a specialized vehicle for transportation. According to the Boards of Education, persons with physical disabilities as determined by the Boards are not being carried in Class "C" Livery Vehicles and are transported in wheelchair equipped vehicles.

The Licence Division has recently been made aware that some students being transported in vehicles operated by businesses in the School Transportation Field may fall within the scope of the City's Licence By-law. This issue, a report respecting Class "B" Livery Vehicle Licences and other aspects of Transportation for the Disabled will be presented to the Taxi Advisory Committee at a later date."

cc: Alderman D. Drury, Chairperson
Taxi Advisory Committee
Mr. S. Dembe, Licence Division Manager
Mr. R. Sabo, Law Department
File

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Amend By-law 79-323 Respecting the Licensing of:

TAXI CABS AND LIVERY VEHICLES

WHEREAS Schedule 4a of The City of Hamilton Licensing Code, being By-law 79-323 as amended, provides for the licensing of passenger automobiles providing school transportation as Class "C" livery vehicles, and Schedule 4 of the same by-law provides for the licensing of taxi cabs;

AND WHEREAS it is considered desirable and expedient to have only taxi cabs conduct the activity that was carried on by Class "C" livery vehicles;

AND WHEREAS it is considered desirable and expedient to consolidate the by-laws which previously made amendments to Schedules 4 and 4a, and to correct grammar and syntax errors;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Schedules 4 and 4a, respecting taxi cabs and livery vehicles, of City of Hamilton By-law No. 79-323 as amended, are repealed and the attached schedules, which are included in and form part of this by-law, are hereby substituted as Schedules 4 and 4a of By-law No. 79-323.

PASSED this day of A.D. 1992.

City Clerk

Mayor

(1992)

SCHEDULE 4

TAXI-CABS

1. In this Schedule,

1. "City" means the City of Hamilton;
2. "driver's licence" means a licence issued to a taxi-cab vehicle driver under this by-law and "licensed driver" has a corresponding meaning;
- 2a. "Goods and Services Tax Legislation" shall mean an Act or Acts of the Parliament of Canada which, respectively has or have the effect of imposing a tax on goods and services on the value of such goods and services;
(90-357)
- 2b. "hourly rate" means the rate set by paragraph 1 of section 34;
3. "limited interest agreement" means a written agreement in FORM 4 wherein a limited interest in a licence is temporarily transferred by a plate owner, and containing terms and conditions prescribed in section 17(4) and any other terms and conditions not contrary to this by-law;
4. "livery vehicle" means a vehicle licensed under Schedule 4a of this by-law.
(new)
5. "owner" includes the owner of a vehicle or a purchaser of a vehicle under contract, agreement, understanding or arrangement;
6. "owner's licence" means, as the case may be,
 - (i) a licence taken out by a vehicle owner authorizing the use of the vehicle as a taxi-cab; or
 - (ii) a limited interest licence taken out by a plate user authorizing the use of the vehicle as a taxi-cab;
7. "plate owner" means a person who holds a taxi-cab licence but who has ceased owning the taxi-cab respecting which the licence was issued;
8. "plate user" means an individual owner who enters into a limited interest agreement with a plate owner;
9. "private cab" means a taxi-cab which uses a two-way radio or other form of dispatch to locate passengers, but does not include a public cab; (new)

10. "public cab" means a taxi-cab that operates from a public taxi-cab stand, and is without a two-way radio or other form of radio dispatch to locate passengers not at a public taxi-cab stand; (new)
11. "public taxi-cab stand" means a stand or place on a highway assigned by the City for the purpose of providing a site for the congregation of public taxi-cabs awaiting passengers;
12. "spare vehicle" means a vehicle that can be used as a taxi-cab in substitution of a vehicle in respect of which an owner's licence has been issued, pursuant to the provisions of this by-law;
13. "taxi-cab" means a motor vehicle as defined in the Highway Traffic Act, having a seating capacity of not more than six persons, exclusive of the driver, hired for one specific trip for the transportation exclusively of one person or group of persons, one fare or charge only being collected or made for the trip, but does not include a livery vehicle; (new)
14. "taxi-cab broker" means any person who accepts calls in any manner for taxi-cabs that are used for hire and that are owned by a person other than the taxi-cab broker, his or her immediate family, or his or her employer;
15. "taxi-cab driver" means a person whose occupation is driving a taxi-cab;
16. "taxi-cab owner" means, as the case may be,
 - (i) a person who is the owner of a taxi-cab; or
 - (ii) a plate user;
 - (iii) a person referred to in clauses (i) or (ii) to whom an owner transfers his or her licence.

PART 1

Administration

2.(1) Every person who is and carries on business as,

- (a) a taxi-cab owner;
- (b) a taxi-cab driver;
- (c) a taxi-cab broker,

shall obtain from the City a licence authorizing that person to carry on or engage in the trade, calling or business of conveying passengers for hire in a taxi-cab.

(2) No person required to obtain a licence under Subsection (1) shall carry on or engage in the trade, calling or business of conveying passengers for hire in a taxi-cab without a licence.

(3) Where a person is required to obtain a licence under Subsection (1),

(a) a separate licence certificate shall be issued for each licence applied for, and

(b) a separate licence certificate shall be issued for each taxi-cab.

(4) Every licence certificate issued to a taxi-cab owner or a taxi-cab broker shall clearly identify the one vehicle in respect of which the licence was issued to the taxi-cab owner or taxi-cab broker.

(5) Notwithstanding the provisions of this schedule, a taxi-cab owner's licence may be issued for or transferred to a vehicle which has seating for more than six passengers, provided that all other requirements of this schedule are complied with, not limited to but including the requirements for issuance of the licence and operation of the vehicle. (new)

3. Notwithstanding any other provision of this schedule, no taxi-cab owner's licenses shall be issued, except for renewals or transfers approved, until Council authorizes the issuance of the licenses for that year. (new)

4.(1) Every applicant for a broker's licence, an owner's licence or a driver's licence, or a renewal of the licence shall attend at the office of the Issuer of Licences and make and file an application in person and not by an agent or representative.

(2) Where a taxi-cab is owned by,

(a) a partnership, a partner shall attend for the purpose of subsection (3);

(b) a limited company, the chief operating officer of the company shall attend for the purpose of subsection (3).

(3) Every applicant for an owner's licence shall fully complete an application on FORM 1 hereto annexed as Schedule "A".

(4) Every applicant for a driver's licence shall fully complete an application on FORM 2 hereto annexed as Schedule "B".

(5) No application shall be accepted as made and filed unless shown therein are,

(a) the approval of the taxi-cab owner, and

(b) the approval of the taxi-cab broker as to whose place of business that taxi-cab is located.

(6) Every applicant for a licence as a taxi-cab driver shall, in addition to any other information required under this Schedule, with every application and renewal of application,

(a) provide for inspection by the Issuer of Licences, a Class G licence issued under The Highway Traffic Act; and

(b) sit for a photograph to be taken by the Licence Administrator at the expense of the applicant.

5.(1) Every applicant for a licence shall, before a licence is issued, undertake and successfully complete one or more written tests pertaining to his or her knowledge of,

(a) the operation of a taxi-cab, and of this by-law, as it relates to taxi-cabs and livery vehicles;

(b) the laws and regulations pertaining to traffic and motor vehicles;

(c) the relationship between taxi-cab drivers and livery vehicle drivers in respect of passengers including duties, behaviours, appearance, decorum;

(d) the use of the equipment part of taxi-cabs including two-way radio, taximeter, and roof lights;

(e) the use of trip sheets, making damage reports and record keeping; and

(f) the location of streets, public buildings, hospitals, transportation terminals, points of interest and use of street guides.

(2) Notwithstanding any other provision of this Schedule, no licence shall be issued to an applicant unless,

(a) the applicant achieves not less than 70% on each test required to be undertaken; and

(b) the applicant has a photo identification taken by the city.

6.(1) Before a licence is issued, the taxi-cab owner or taxi-cab driver may provide a medical certificate on a form supplied by the City signed by a duly qualified medical

practitioner in the Province of Ontario, certifying that the owner or driver of the taxi-cab is physically and mentally fit to drive a taxi-cab.

(2) Every taxi-cab owner and taxi-cab driver shall provide a certificate of the Medical Officer of Health of the City as to the health of the owner or driver from time to time as the City may require by notice in writing delivered by first class mail to the owner or driver at his business address or place of residence.

7. Every taxi-cab broker, taxi-cab owner and taxi-cab driver shall be at least eighteen years of age.

8. Every taxi-cab broker, taxi-cab owner and taxi-cab driver shall notify the Issuer of Licences within 7 days of a change of address and produce his or her licence for that change of address to be entered.

9.(1) No transfer of an owner's licence certificate from a taxi-cab owner to a purchaser of the licence shall be approved unless,

(a) the purchaser makes and files an application on FORM 3, hereto annexed as Schedule "C", and pays the transfer fee;

(b) the purchaser files a statutory declaration at the time of application that all provisions of this Schedule respecting the condition of the vehicle and requirements thereon under this by-law have been complied with; and

(c) the purchaser files a statutory declaration by the vendor of the vehicle and the purchaser of the taxi-cab to which is attached an executed copy of the agreement of purchase and sale showing full financial details of the transaction, and any other details as requested by the Licence Administrator.

(2) Nothing in subsection (1) shall obligate the City to approve the transfer of the licence.

10. No licensee who is the holder of a licence as a taxi-cab owner shall enter into any written or oral agreement, directly or indirectly, permitting or acquiescing in the operation of the taxi-cab for which the licence was issued, by any other person who is not a licensed taxi-cab driver.

11.(1) No person being the owner of a taxi-cab equipped with a taxi-meter and to whom a licence has been issued shall, without the approval of the Licence Committee, carry on or permit to be carried on the business of conveying passengers for hire in a taxi-cab or permit any person to drive the taxi-cab for hire, where the monetary interest of the person to whom a licence has been issued is less than 50% of the fair market value of the taxi-cab.

(2) For the purpose of subsection (1), "fair market value" is an amount that a licensed taxi-cab equipped with a taxi-meter might be expected to realize if sold in the open market by a willing seller to a willing buyer, but not more than an amount determined by the Licence Committee.

PART 2

Taxi-cab Owners

12. Every taxi-cab owner shall comply with the following regulations:

1. Before acting as a taxi-cab driver,

(a) comply with all the requirements for the issuance of a taxi-cab driver's licence under Section 3, except that payment of the fee for issuance of a driver's licence shall not be required; and

(b) obtain the approval of the Licence Committee, duly endorsed and shown on the owner's licence.

2. Before issuance of an owner's licence, provide the City, in writing, with the following information in respect of every vehicle to be used as a taxi-cab vehicle,

(a) certificate of ownership,

(b) certificate of insurance, and

(c) a current Safety Standard Certificate as issued by the Ministry of Transportation.

3. For each taxi-cab for which the owner holds a licence, and before use of the taxi-cab,

(a) where the taxi-cab is to be used for the carrying of parcels, letters, documents, goods or chattels, obtain a policy or policies of insurance in respect of same;

(b) obtain a policy of insurance in respect of the taxi-cab in an amount not less than \$500,000.00, exclusive of interest and costs, against loss or damage resulting from bodily injury to or death of one or more persons or from loss or damage to property resulting from any one accident;

(c) provide a special endorsement to the policy of insurance referred to in clause (a), for passenger hazard in an amount not less than \$500,000.00, exclusive of interest and costs; and

- (d) cause to be endorsed on the policy of insurance referred to in clause (a), that the City shall be given at least ten days prior notice of any cancellation, expiration or change in the amount of the insurance or in terms of the policy;
 - (e) deposit a certified true copy of the policy of insurance and all endorsements with the City.
- 4. Maintain the policy of insurance referred to in regulation 3 of this section in force and effect during the entire period of time for which the licence is issued and in force and effect.
- 5. Use or permit to be used a taxi-cab only where prior to its use,
 - (a) the owner has produced a registration issued under the Highway Traffic Act, in respect of the class of motor vehicle to be used as a taxi-cab;
 - (b) the City has been informed of any changes in the motor vehicle registration;
 - (c) the owner has submitted the motor vehicle to the City for inspection and approval and has obtained authorization for the vehicle to be used; and
 - (d) the taxi-cab is equipped with a two-way radio where the taxi-cab owner is the plate user.
- 6. Subject to The Highway Traffic Act, not use or permit to be used any taxi-cab that does not have affixed to the vehicle,
 - (a) a City of Hamilton licence plate having an identity number and clear indication that the taxi-cab is licensed for use in the taxi-cab business as either a public taxi-cab or a private taxi-cab; or
 - (b) a duplicate licence plate, as may be supplied by the City at the expense of the owner of a taxi-cab where the original licence plate has been lost, defaced or destroyed.
- 7. Affix to the back of each taxi-cab in a manner and in a position approved by the City any taxi-cab licence plate issued by the City and maintain the licence plate only in the approved position during the period for which the licence is in force and effect.
- 8. Affix a taxi-cab licence plate to a spare vehicle registered under Part 5 of this Schedule only with the consent of the City and in accordance with the provisions of Part 5 of this Schedule.

9. Affix to both sides of the exterior of every vehicle a number, in sequence designated by the City, which is,

- (a) not less than six inches in height;
- (b) in contrasting colours to the colour of the vehicle; and
- (c) affixed in a location approved by the City.

10. Permanently and securely affix on top of the taxi-cab an illuminated sign approved by the City and connected to the taximeter,

- (a) indicating the word "taxi"; or
- (b) indicating the name and telephone number of the licensed owner of the taxi-cab, or the taxi-cab broker with whom the taxi-cab is associated.

11. Equip each taxi-cab with a taxi-meter, for the calculation and display of the costs of a trip, capable of meeting the requirements of paragraph 12 below. (new)

12. Cause each taxi-meter to be,

- (a) submitted for the testing, inspection and sealing by such person as the Chief Licence Inspector designates and at such times and locations as designated;
- (b) illuminated between sunset and sunrise;
- (c) in a raised position, such that the charges are plainly visible to, and readable by, all passengers;
- (d) adjusted in accordance with the rates prescribed by PART 12 of this Schedule;
- (e) tested and approved by the Chief Licence Inspector, by running the taxi-cab to which it is attached over a measured track, route, or distance, or by suitable mechanical means, before being sealed;
- (f) used only when the seal thereon is intact;
- (g) kept in good working condition at all times and not used when defective in any way;
- (h) numbered and not used until approved by the Chief Licence Inspector or other person designated by the City;

(i) used only if the taxi-meter is connected with the electric sign referred to in Regulation 11 of this section in such a manner that the sign is lighted when the taxi-meter is extinguished and not operating when the taxi-meter is operating.

(90-357)

13. Affix and maintain affixed an approved tariff card, containing rates in accordance with those set out in PART 12 of this Schedule, and specifying goods and services tax, in a place in the taxi-cab in such a manner that the tariff of charges is plainly visible to, and readable by, all passengers.

(90-357)

14. Cause a taxi-cab to be submitted for inspections from time to time by such person and at such times and places as the City may designate.

15. Make such improvements or repairs to the taxi-cab, its equipment or any component thereof as may be required by the City and within such time period specified by the City, to such standards as may be approved by the Licence Committee.

16. Immediately check for mechanical defects in the taxi-cab reported by a driver.

17. Not operate or permit to be operated as a taxi-cab any vehicle not in good mechanical condition.

18. Not operate or permit to be operated as a taxi-cab any vehicle unless a Motor Vehicle Safety Certificate on a form and in a manner approved by the Province of Ontario has been filed with the City in a manner and frequency approved by the Licence Committee.

19. Display or permit to be displayed, no advertisement, whether a sign, picture or painted message, on or in the taxi-cab except,

(1) Not more than five interior advertising signs, each not exceeding 26 centimetres by 31 centimetres in size, placed on the back of the front seat in such a way as to not obscure the vision of the driver, or the view from the rear seat of the vehicle of the photo identity card, meter, licence and tariff card; and;

(2) One rooftop mounted sign with interior illumination, provided that;

(a) the sign does not exceed 122 centimetres in length, 79 centimetres in width, and 46 centimetres in height,

(b) the sign is securely mounted to the vehicle, so that the sign and any advertising materials exhibited are unlikely to loosen or separate from the vehicle during operation,

(c) if the said rooftop sign obstructs or replaces any taxi roof sign required under paragraph 10 of section 12 of this Schedule, the vehicle shall have visible, from the front and rear of the vehicle, a rooftop sign with the same operation and content as that required under the said paragraph 10, indicating the name, number and owner of the taxi-cab, or its brokerage, and

(d) further provided that upon the addition of the rooftop sign to the vehicle, any exterior advertisement, except those for the taxi-brokerage but including the type mentioned in sub-paragraph (3), must be removed the sooner of when the vehicle is repainted, replaced, or the second anniversary of the date of passage of this by-law.

(3) One exterior painted advertisement measuring not more than 16 centimetres by 92 centimetres in size, provided that said advertisement is painted on the rear end of the vehicle and does not cover the licence plates, unless the rooftop sign permitted in sub-paragraph (2) above is added to the vehicle, in which case clause (d) above applies to the removal of the advertisement.

(90-338)

20. Not employ or permit any person other than a licensed taxi-cab driver employed by the taxi-cab owner to operate his or her taxi-cab.

21. At the request of a taxi-cab driver, give to the driver at the expiry of the driver's work shift a receipt showing the amount turned over to the owner by the driver.

22. Maintain a trip record on FORM 5 hereto annexed as Schedule "E" or a reasonable facsimile thereof of every trip, for a period of not less than three months or for such longer period as may otherwise be specified by the City by notice in writing, upon which each of the taxi-cabs is dispatched.

23. Permit the City or any person authorized by the City to remove the records referred to in regulation 22 for the purpose of inspection.

PART 3

Limited Interest Agreements

13.(1) Notwithstanding any provision of this Schedule, a plate owner may continue to hold a licence issued to that person as owner of a taxi-cab.

(2) A plate owner may enter into a limited interest agreement for use of the vehicle as a taxi-cab.

(3) No agreement except a limited interest agreement shall establish the eligibility of a plate user for a limited interest owner's licence.

(4) No plate owner shall transfer directly or indirectly or purport to transfer any limited interest in a taxi-cab owners licence to any person other than a plate user.

(5) No plate user shall transfer the whole or any part of a limited interest owner's licence to any other person and any such direct or indirect transfer is null and void.

14.(1) Every person who seeks to be a plate user shall complete the limited interest agreement on FORM 4 hereto annexed as Schedule "D", along with the plate owner.

(2) No more than two limited interest agreement shall be entered into by a plate owner in respect of the licence issued to the plate owner and any transfer of more than two limited interest agreement in the licence is null and void.

(3) Every limited interest agreement shall be filed with the Issuer of Licences prior to any transfer or rights to the plates and at least seven days before the date on which the limited interest agreement comes into force, whichever is first.

(4) No application for a limited interest owner's licence shall be accepted unless the limited interest agreement on FORM 4 hereto annexed as Schedule "D" is fully completed and duly executed and witnessed.

(5) Where a limited interest agreement referred to in Section 13(2) is for a period in excess of one year, the plate user shall file with the City within seven days of the date on which the yearly period ends,

(a) a notice in writing satisfactory to the Issuer of Licences that the agreement is in full force and effect and has not been revised, amended, altered or changed in any way; or

(b) a copy of the revised, amended, altered or changed agreement.

15. Every limited interest agreement shall include the following information set out in a manner and in a form satisfactory to the Issuer of Licences:

1. The name and business address of the plate owner and plate user.
2. The make, model, serial number, year of taxi-cab and full description of all equipment appurtenant thereto and serial numbers, if any.
3. The motor vehicle permit plate number issued under The Highway Traffic Act.
4. The City of Hamilton taxi-cab licence number and year.
5. The date on which the plate owner was issued the licence proposed to be the subject of the limited interest agreement.
6. That the plate user is the sole owner in his or her right of the taxi-cab.
7. The plate user is the holder of a current motor vehicle permit issued under The Highway Traffic Act.
8. Full particulars of all consideration given by each party to the limited interest agreement, in money or in any other kind, direct or indirect including fees or rental, and a breakdown of all other amounts given by the plate user to the plate owner, together with a list of all services, rights or other consideration given to the plate user by the plate owner in return therefor.
9. Full particulars as to the responsibility of each of the parties for the maintenance, repairs, gas and oil for the taxi-cab, and any requirements as to where and how such maintenance, repairs or purchases are to be made and as to payment therefor.
10. A term to the effect that where the plate user transfers or purports to transfer the limited interest, that the limited interest agreement is immediately terminated on a date fixed by the plate owner.
11. Date of termination of the limited interest agreement and in the case of a periodic limited interest agreement, particulars as to whether the agreement is on a daily, weekly, monthly, yearly or other basis.
12. Date on which the limited interest agreement comes into force and date of execution by the parties and date the agreement is witnessed.

16. The amount of consideration in the limited interest agreement upon approval by the Licence Committee shall be deemed to be full and fair, and no additional consideration shall be required, directly or indirectly, from the plate user.

17.(1) Every limited interest agreement and every written agreement referred to in Section 14(5), shall expire upon the sale or other disposition of the taxi-cab by the plate user.

(2) A limited interest licence taken out by a taxi-cab owner shall expire on the date the plate user ceases using the vehicle as a taxi-cab or otherwise transfers ownership in the vehicle to another person.

(3) When a limited interest agreement is for a term of more than seven days, the limited interest agreement may be terminated upon seven days notice in writing to the other party and to the City.

(4) Every plate owner and every plate user shall notify the Issuer of Licences in writing, of the expiration or termination of the limited interest agreement not later than seven days after the date of expiration or termination and include in the notice the following information:

1. The proposed use of the taxi-cab, if any.
2. The name and address of any other proposed plate user of the taxi-cab.
3. The identify of the person having custody and control of the taxi-cab after the date of expiration or termination.

PART 4

Taxi-cab Drivers

18. Every taxi-cab driver shall comply with the following regulations:

1. Not drive a taxi-cab unless a valid taxi-cab driver's licence has been issued to him or her.
2. Operate a taxi-cab only if the taxi-cab is,
 - (a) in clean condition as to its interior and exterior;
 - (b) in good repair as to its interior and exterior;
 - (c) dry as to its interior;

- (d) free from mechanical defects;
- (e) in fit condition for the purpose for which the vehicle is used; and
- (f) in safe driving condition.

3. Examine the taxi-cab for any defects,

- (a) immediately before the taxi-cab is to be driven for a shift; and
- (b) immediately after the taxi-cab has been driven during a shift.

4. Not drive a taxi-cab unless the taxi licence plate issued by the City is affixed, as required by this Schedule, to the taxi-cab for which it was issued.

5. Subject to Part 5, not drive a spare vehicle as a taxi-cab without a taxi licence plate affixed to it in a manner and location approved by the City.

6. Carry his or her taxi-cab driver's licence with him or her at all times while operating the taxi-cab.

7. Immediately produce for inspection, the taxi-cab driver's licence and the Province of Ontario driver's licence upon request to do so by a by-law enforcement officer or police officer.

8. Operate only from a public taxi-cab stand, where the taxi-cab is a public taxi-cab.

9. Not drive a taxi-cab with luggage or other material piled or placed in a manner that obstructs the view of the taxi-cab driver.

10. Not carry in a taxi-cab used for hire a greater number of occupants or persons than the manufacturer's rating of seating capacity of such taxi-cab, inclusive of the driver.

11. Affix and maintain affixed when driving a taxi-cab a photo identity card in a place in the taxi-cab approved by the Licence Committee and in such a manner that the photograph and name are plainly visible and readable by a passenger in the back seat.

12. Not drive a taxi-cab unless an illuminated sign as required by this Schedule, is displayed on the roof.

13. Not drive a taxi-cab unless the City's current licence number is displayed as required by this Schedule.

14. Not drive the taxi-cab unless the taxi-meter is installed and in proper working condition and is illuminated and sealed.

15. Not wash or clean the taxi-cab while upon a public taxi-cab stand.

16. Not make repairs to the taxi-cab while upon a public taxi-cab stand unless the repairs are immediately required to render the taxi-cab operable.

17. While in charge of a taxi-cab,

(a) maintain his or her person in a neat and clean appearance; and

(b) be civil, well-behaved and polite in manner.

18. While in charge of a taxi-cab at a public taxi-cab stand,

(a) stand or sit sufficiently close to the taxi-cab so as to have it under constant close observation;

(b) not obstruct the use of the sidewalk; and

(c) not make any loud noise or disturbance.

19. Not induce any person to employ the taxi-cab,

(a) by knowingly misleading or deceiving such person as to the location or distance of any place; or

(b) by making any false representation to such person.

20. Not take on any additional passengers after the taxi-cab has departed with one or more passengers from a starting point except where,

(a) the taxi-cab is being used for the transportation of students to or from school,

(b) the taxi-cab driver has obtained the voluntary consent of the passengers already in the taxi-cab, or

(c) an emergency condition exists and has been declared such by the Chief of Police.

21. Not refuse to serve the first person requesting service of the taxi-cab, except where the person,

- (a) owes the taxi-cab driver for a previous fare or service;
- (b) refuses to disclose his or her final destination before or immediately after entering the taxi-cab;
- (c) asks to be driven to any place that the taxi-cab driver considers on reasonable grounds to be unsafe;
- (d) is obnoxious or abusive, or acts or uses language in a manner which reasonably leads the taxi-cab driver to anticipate,
 - (i) obnoxious behaviour,
 - (ii) refusal to pay all or part of the fare, or
 - (iii) physical injury to the taxi-cab driver or the taxi-cab.

22. Not refuse to serve any person other than the first person requesting service of the taxi-cab, except where the taxi-cab driver,

- (a) has previously arranged for an engagement, and
- (b) upon demand by a Licence Inspector or a Police Constable, gives the name and address of the person by whom he is so engaged and the time and place of such engagement.

23. Immediately record, as the taxi-cab driver, the reason for not serving any person requesting service of the taxi-cab.

24. Keep a daily record, called a "trip record", on FORM 5 hereto annexed as Schedule "E" to record all trips made by the taxi-cab.

25. Record the following information in the trip record of a taxi-cab:

- (a) the Provincial permit number of the taxi-cab,
- (b) the name, address and identification number of the driver of the taxi-cab;
- (c) the meter reading of the taxi-cab at,
 - (i) the start of each working period, and

- (ii) the finish of each working period.
 - (d) the date, time and location of the beginning and termination of each trip;
 - (e) the amount of fare collected for each trip.
26. Record the information required by regulation 25(a), (b) and (c)(i), prior to the commencement of every shift.
27. Record the information required by regulation 25(d) and (e) immediately following the conclusion of every trip and prior to the commencement of the next following trip:
28. While carrying passengers, charge only the exact rate of fare in accordance with PART 12 except where,
- (a) the driver and passenger agree before the start of the trip,
 - (i) to an hourly rate; or
 - (ii) to a flat rate where the trip extends more than five kilometres beyond the City limits; (90-357)
 - (b) the taxi-cab is used for the transportation of students to and from school; or
 - (c) there is a prior contractual agreement to carry parcels or goods.
29. Not publish or use a tariff card other than the tariff card supplied by the City.
30. Charge or collect only one fare, calculated in accordance with Part 12, even when transporting two or more passengers.
- 30a. Paragraph 30 above shall not prevent the collection of the fare calculated in accordance with Part 12 in proportions from passengers where they have agreed amongst themselves to split the costs of the trip. (new)
31. Place the taxi-meter in a recording position only when a passenger first enters the taxi-cab, or while waiting for a passenger who has previously engaged a taxi-cab.
32. Place the taxi-meter in a non-recording position when,
- (a) the passenger discharges the taxi-cab; or

(b) the taxi-cab arrives at its destination for the purpose of discharging the passenger.

33. While conveying passengers, keep and maintain the taxi-meter in a recording position throughout a trip within the city limits and within five kilometres therefrom. (90-357)

34. Take the shortest possible route to the destination specified by the passenger unless the passenger specifies another route.

35. Not charge a passenger for any fare for a trip,

(a) in a taxi-cab during any time the taxi-meter is not in a recording position; or

(b) where the taxi-cab driver refuses to show the tariff card to the passenger.

36. Not make any charge for time lost for any of the following reasons:

(a) Defect in the taxi-cab.

(b) Inefficiency or disrepair of the taxi-cab.

(c) Incompetence of the driver of the taxi-cab.

(d) Time consumed by arrival of the taxi-cab in response to a call in advance of the time such has been requested by the person calling for the taxi-cab.

37. Give a passenger a receipt showing the names of the passenger and the taxi-cab driver, and including his or her identification number, taxi-cab number, place of engagement and destination or place where the passenger exits from the taxi-cab,

(a) upon request by the passenger; or

(b) where there is a dispute with a passenger over the fare.

38. Immediately upon termination of any hiring or other engagement,

(a) search the taxi-cab for any property lost or left therein; and

(b) deliver any lost or left property over to the owner of same; or

(c) deliver the lost or left property to the taxi-cab broker; or

(d) where the owner cannot be found, deliver the lost or left property to the licence authority with any and all relevant information concerning the property.

39. Upon entering a taxi-cab stand, take the taxi-cab into position at the end of the line formed by taxi-cabs already on the taxi-cab stand.

40. Not permit, while in charge of a taxi-cab, any person other than the owner or an employee of the owner of the taxi-cab, to drive the taxi-cab.

41. At the conclusion of every trip,

(a) call the passenger's attention to the fare registered on the taxi-meter of a taxi-cab; and

(b) place the taxi-meter in the taxi-cab in a non-recording position.

42. Immediately report to the owner of the taxi-cab,

(a) any defect of which the taxi-cab driver is or becomes aware;

(b) any accident in which the taxi-cab driver was involved while operating the taxi-cab;

(c) any enforcement tickets or summons issued to the taxi-cab driver by an enforcement officer for violations occurring during that shift.

43. At the expiry of every work shift or work period, turn over to the employer of the taxi-cab driver,

(a) all monies received by the taxi-cab driver as fares, but not including any amount due to the driver as commission where previously agreed by the employer,

(b) the trip record no later than one hour after the end of his shift;

(c) any taxi-cab used by the taxi-cab driver during the shift or work period.

PART 5

Spare Vehicles

19.(1) The owner of one or more spare vehicles may, with approval of the City, register the vehicles with the City for use as a spare vehicle.

(2) Every taxi-cab owner of a spare vehicle that is used to substitute for a taxi-cab in respect of which an owner's licence has been issued, shall comply with the following regulations:

1. Affix to both sides of the exterior of every spare vehicle a number, in sequence designated by the City, which is,

- (a) not less than six inches in height; and

- (b) in contrasting colours to the colour of the vehicle; and

- (c) affixed in a location approved by the City.

2. Affix the taxi plate issued by the city in respect of the taxi-cab being replaced to the spare vehicle in a manner and location approved by the City.

3. Comply with all other provisions of this Schedule applicable to a taxi-cab owner.

(3) Every driver of a spare vehicle that is used to substitute for a taxi-cab in respect of which an owner's licence has been issued, shall comply with the provisions of this Schedule applicable to a taxi-cab driver.

PART 6

Priority List

20.(1) Subject to Subsections (2) and (3), where an application has been made by an individual for an owner's licence that is not a renewal of a licence, and the applicant otherwise complies with the applicable provisions of this Schedule, his or her name and address shall, upon approval of the application by the Licence Committee and payment of application fee, be entered on a list entitled "Taxi-cab Priority List", which list was originally approved by Council on July 25, 1989.

(2)(a) No applicant's name shall be entered on the Taxi-cab Priority List that is not an individual.

(b) No applicant's name shall be entered on the Taxi-cab Priority List where the applicant has previously been issued one or more taxi-cab owner's licence by the City of Hamilton from the Taxi-cab Priority List.

(3)(a) No applicant's name shall be entered more than once on the Taxi-cab Priority List.

(b) Where an applicant's name appears more than once on the Taxi-cab Priority List, the name that is recorded at the highest position on the priority list shall be maintained on the list, and all duplicate names shall be deleted from the list.

(4) Notwithstanding subsection (1), the Licence Committee may,

(a) delete names of applicants from; or

(b) add names of applicants in order of the date of application to, the Taxi-cab Priority List.

21.(1) Where an owner's licence has been issued or denied to an applicant whose name appears on the Priority List, the applicant's name shall be deleted from the list.

(2) Only one licence shall be issued to an applicant for a taxi owner's licence from the Taxi-cab Priority List.

(3) Subsection (2) shall not apply to any applicant whose name is recorded on the Taxi-Cab Priority List as approved by the Council of The Corporation of the City of Hamilton on July 25, 1989.

22. Where an applicant's name has been entered upon the Taxi-cab Priority List he or she shall lodge with the Licence Administrator proof of compliance with paragraphs 3 and 5 of section 12 of this Schedule, within 14 days of notification by the Licence Administrator that an owner's licence may be issued to the applicant. (89-316)

23.(1) Notwithstanding any other provision of this Schedule, where an application is made to have a name entered on the Taxi-cab Priority List, the application shall not be approved and the applicant's name shall not be entered on the Taxi-cab Priority List unless the applicant complies with the following regulations:

1. The applicant shall file with the Licence Administrator, as part of the application on FORM 1 annexed hereto as Schedule "A",

(a) a statutory declaration on FORM 1 that he or she is presently and actively engaged full-time in the City of Hamilton taxi-cab industry as,

(i) a taxi-cab owner,

(ii) a licensed taxi-cab driver,

(iii) a taxi-cab dispatcher, or

(iv) a taxi-cab telephone service operator,

for a period of not less than one (1) full year immediately preceding the date of the application for entry on the Taxi-cab Priority List, and

(b) either,

(i) a certified true copy by Revenue Canada of income tax returns for the calendar year immediately preceding the date of the application, and/or

(ii) any one of, or any combination of, the following in respect of the one year immediately preceding the date of the application,

1. certified copy of record of employment,

2. statement(s) of insurable earnings as issued by the Unemployment Insurance Commission,

3. statement(s) of contributions to the Canada Pension Plan as issued by Revenue Canada,

4. monthly charge statements as issued by a taxi-cab broker operating in the City of Hamilton,

5. original trip records, or

6. such other or equivalent documentation as the Licensing Committee may accept.

(2)(a) For the purposes of Subsection 23(1)1.(a)(ii),

(i) "one full year" shall mean not less than 100 shifts or the equivalent thereof;

(ii) "shift" shall mean a period of not less than 12 consecutive hours;

(b) for the purposes of Subsection 23(1)1.(a)(iii) and (iv),

(i) "one full year" shall mean not less than 150 shifts or the equivalent thereof;

(ii) "shift" shall mean a period of not less than 8 consecutive hours.

(89-316)

24.(1) Applications for renewal of a name that has been entered on the Priority List must be filed annually with the Licence Administrator, no later than the 30th day of September. (89-316)

(2) Applications under Subsection (1) must be accompanied by the annual renewal fee as prescribed in Part II.

(3) Nothing in Subsections (1) and (2) shall obligate the City to issue a taxi-cab owner's licence to the applicant when his or her name comes to the top of the Taxi-Cab Priority List.

(4) Where an applicant under this Section fails to meet the requirements of this Section, his or her name shall be deleted from the Taxi-Cab Priority List.

25.(1) Notwithstanding any other provision of this Schedule, no licence shall be issued to an applicant whose name has been entered on the taxi-cab Priority List unless the applicant complies with the following regulations:

1. The applicant shall file with the Licence Administrator within 14 days of the date of notice by the Licence Administrator and prior to consideration of the application by the Committee,

(a) a statutory declaration on FORM 1A annexed hereto as Schedule "B" that he or she has actually engaged in operating a taxi-cab full-time in the City as,

- (i) a taxi-cab owner,
- (ii) a licensed taxi-cab driver,
- (iii) a taxi-cab dispatcher, or
- (iv) a taxi-cab telephone service operator,

for a period of not less than two (2) full and consecutive years immediately preceding the date of consideration of the application by the Licence Committee; and

(b) either,

- (i) a certified true copy by Revenue Canada of income tax returns for two consecutive years immediately preceding the date of consideration of the application by the Licence Committee; and/or

(ii) any one of, or any combination of the following in respect of the two consecutive years immediately preceding the date of consideration of the application by the Licence Committee:

1. certified copy of record of employment,
2. statement(s) of insurable earnings as issued by the Unemployment Insurance Commission,
3. statement(s) of contributions to the Canada Pension Plan as issued by Revenue Canada,
4. monthly charge statements as issued by a taxi-cab broker operating in the City of Hamilton,
5. original trip records, or
6. such other or equivalent documentation as the Licensing Committee may accept.

(2)(a) For the purposes of subsection 25(1)1.(a)(ii),

- (i) "one full year" shall mean not less than 100 shifts or the equivalent thereof;
- (ii) "shift" shall mean a period of not less than 12 consecutive hours;

(b) for the purposes of subsection 25(1)1.(a)(iii) and (iv),

- (i) "one full year" shall mean not less than 150 shifts or the equivalent thereof;
- (ii) "shift" shall mean a period of not less than 8 consecutive hours.

(3) Where an applicant does not comply with the requirements of Subsections (1) and (2), his or her name shall be deleted from the Taxi-cab Priority List and no licence shall be issued to that applicant. (89-316)

(4) (REPEALED)

(5) (REPEALED)

26.(1) Notwithstanding Section 25, where an applicant under Section 25 is unable to meet the requirements of Subsection (1) of that section for medical reasons only, the applicant may file in lieu thereof a statutory declaration that he or she has actually engaged in operating a taxi-cab full time in the City as,

- (i) a taxi-cab owner,
- (ii) a licensed taxi-cab driver,
- (iii) a taxi-cab dispatcher, or
- (iv) a taxi-cab telephone service operator,

for a period of not less than two (2) consecutive years immediately preceding the onset of the medical disability.

(2)(a) Where an applicant elects to file a declaration under Subsection (1), on or before the date of consideration of the application by the Licence Committee, the applicant shall provide evidence, to the satisfaction of the Licence Committee, of the medical disability from not less than two duly licensed medical practitioners of the applicant's choice.

(b) In addition to the requirements of Subsection (2)(a), an applicant under Subsection (1) shall submit to a medical examination by a medical practitioner selected by the Licence Committee and The Regional Municipality of Hamilton-Wentworth Human Resources Department.

(3) Nothing in this Section shall operate to relieve an applicant from any other applicable conditions or requirements of this Schedule.

(4) Where an applicant under this section fails to meet the requirements of this Section or the requirements of Section 25, as the case may be, his or her name shall be deleted from the Taxi-Cab Priority List and no licence shall be issued to that applicant.

27. Where an applicant is not the holder of a licence as a taxi-cab owner under this Schedule, a licence issued to the applicant from the Priority List shall not be approved for transfer or transferred for a period of at least five consecutive years from the date of issuance of the licence from the Priority List to the applicant. (89-316)

28. Where the applicant is the holder of one or more licences as a taxi-cab owner under this Schedule, and one or more additional owner's licences are subsequently issued to the applicant from the Priority List, any previously issued owner's licence including the owner's licence issued from the Priority List shall not be approved for transfer or transferred for a period of at least five consecutive years from the date of issuance of the most recent licence from the Priority List, unless the most recently issued licence from the Priority List is surrendered to the Licence Committee for cancellation. (89-316)

PART 7

Passengers

29. No person employing a taxi-cab shall refuse, upon demand, to pay the fare or charge authorized by this Schedule.

PART 8

Soliciting Business

30. No owner or driver of a taxi-cab shall loiter or solicit business in any street, alley or other public place, except when,

- (a) waiting for a person who has engaged him or her; or
- (b) parking in a designated public taxi-cab stand; or
- (c) parking in an signed area where parking is permitted for motor vehicles under City of Hamilton Traffic By-laws.

PART 9

Promotional Schemes

31. No taxi-cab broker, taxi-cab owner or taxi-cab driver shall participate or acquiesce in any promotional scheme whose object or goal is to directly or indirectly subsidize the rates or fares prescribed in this Schedule, without the written consent of the Licence Committee.

PART 10

Taxi-cab Brokers

32.(1) Every taxi-cab broker shall comply with the following regulations:

1. Provide and maintain a business office in the City for the carrying on of his business.
2. Keep and maintain the business office in an orderly, clean and neat condition free at all times from debris and waste of any kind.

3. Keep and maintain the business office free at all times from drivers or other persons not immediately engaged in any business or whose presence may disrupt the orderly carrying on of business.
 4. Provide and maintain communication facilities necessary to receive and transmit requests for taxi-cab service in proper working order.
 5. Provide and maintain off-street parking for every taxi-cab that is available to respond to calls.
 6. Furnish a list in writing to the Licence Administrator,
 - (i) of taxi-cab owners from whom he or she proposes to accept calls, and
 - (ii) of any changes on the list within two days of the change.
 7. Accept calls for only those owners whose name appears on the list referred to in Regulation 6.
 8. Keep and maintain a trip record on FORM 5 hereto annexed as Schedule "E", or a reasonable facsimile thereof, showing the number of the owner's licence which covers the taxi-cab used, the date and time of dispatch, and the point of beginning of each trip, for a period of six months from the date of the first trip of the record.
 9. Make the trip record required by regulation 8 available for inspection by the Chief Licence Inspector or a Licence Inspector.
 10. Notify the Issuer of Licences in writing at the beginning of each calendar year of the names of persons authorized to sign driver application forms on behalf of the taxi-cab broker.
- (2) No taxi-cab broker shall dispatch a call for the conveyance of passengers for hire to a driver of a livery vehicle licensed under Schedule 4a.
- (3) Subsection (2) shall not apply where the dispatch is to the holder of a Class B livery vehicle licence for the conveyance of disabled persons.

PART 11

Licence and Filing Fees

33. The amount of fees for matters under this Schedule shall be as follows:

- (a) For initial application for entitlement to entry on the priority list . . \$ 56.00;
- (b) To annual renewal entitlement to entry on the priority list \$ 56.00;
- (c) For the first issuance of a private taxi-cab licence from the
Taxi-cab Priority List \$3,308.00;
- (d) For the yearly renewal of a private taxi-cab licence \$ 193.00;
- (e) For each transfer of a private taxi-cab licence \$ 635.00;
- (f) For the yearly renewal of a public taxi-cab licence \$ 318.00;
- (g) For each transfer of a public taxi-cab licence \$ 635.00;
- (h) For the first issuance of a taxi-cab broker's licence \$ 380.00;
- (i) For the yearly renewal of a taxi-cab broker's licence \$ 254.00;
- (j) For the issuance of a taxi-cab driver's licence \$ 28.00;
- (k) For filing copy of a limited interest agreement in respect of the
first car \$ 56.00;
- (l) For the yearly renewal of the initial limited interest agreement in
respect of the same first car \$ 56.00;
- (m) For filing copy of a limited interest agreement in respect of
any additional car \$ 193.00;
- (n) For the yearly renewal of a limited interest agreement in respect
of any additional car \$ 193.00;
- (o) For filing a copy of a notice or an agreement under section 14(5) \$ 27.00.

(92-007)

PART 12

Rates or Fares To Be Charged

34. A taxi-cab owner or taxi-cab driver shall charge for the conveyance of passengers, not including goods and services tax, either wholly within the City or to any point not more than five kilometres beyond its limit, only the rates or fares as follows:

1. Under agreement with the passenger,

(i) for each hour. \$30.00;

2. For one or more passengers,

(i) for the first 1/10 of a kilometre or part thereof \$ 2.00;

(ii) for each additional 1/10 of a kilometre or part thereof . . . \$ 0.10;

(iii) for waiting after engagement, for each 20 seconds or part thereof after the first 20 seconds \$ 0.10;

(iv) notwithstanding subparagraphs (i), (ii) and (iii), for each engagement, a minimum charge of \$ 2.00;

(v) for loading and unloading groceries, luggage or other goods and chattels, for each 20 seconds or part thereof calculated after the first 20 seconds from the time the meter is turned on,

(a) at the commencement of the loading until completion of the loading \$ 0.10;

(b) at the commencement of the unloading until completion of the unloading \$ 0.10.

35. A meter may be so designed and adjusted that the fare shall be computed for time as well as distance, not including the goods and services tax, at 10 cents for each 20 seconds as above indicated, from the time or place when the passenger entered the taxi-cab, or from the first 20 seconds of waiting for the passenger as above indicated to the time or place at which the passenger discharged the cab, and the time for which the fare is chargeable shall include all unavoidable delays or stops.

35a.(1) The meter in a taxi-cab may be so adjusted, that goods and services tax is added to the total fare chargeable for a trip calculated under this part and mathematically rounded to the nearest tenth of a dollar, but calculation of the fare shall commence with a charge of \$2.15 including the said tax for either the minimum charge as set out in paragraph (iv) of subsection 2 of section 34, or for the first tenth of a kilometre or part thereof, as set out in paragraph (ii) of subsection 2 of section 34, as may be applicable to the trip.

(2) For the purpose of this Schedule, "goods and services tax" shall mean the tax imposed by Goods and Services Tax Legislation on taxi fares at the rate so imposed from time to time.

36.(1) Rates or fares mentioned in Section 34 shall be reduced by 10% for persons issued an Ontario Senior Citizens Privilege Card issued by the Provincial Ministry of Community and Social Services, where all passengers travelling in a taxi-cab are holders of said card.

(2) Every reduction in rates or fares referred to in subsection (1), shall be calculated to the highest full dollar registered on the taxi-meter or the minimum charge referred to in subparagraph (iv) of paragraph 2 of Section 34, whichever is higher.

37. Schedules A (from by-law 89-316), B, C, D and E hereto annexed are included in and form part of this Schedule.



J. A. SIMPSON
CITY CLERK
J. AVERY
CITY CLERK

CITY HALL
HAMILTON, ONT.
L4M 5T6
TEL. 521-5211

THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

APPLICATION FOR CAB OWNER LICENCE

(Please Print)

NAME _____
SURNAME _____ CHRISTIAN OR GIVEN NAMES _____

ADDRESS _____

NAME AND ADDRESS OF BROKER YOU WILL BE ASSOCIATED WITH IF GRANTED A
LICENCE _____

HAVE YOU TRANSFERRED A CAB OWNER'S LICENCE TO ANOTHER PERSON DURING THE
PAST TWO YEARS? _____

PLEASE LIST ALL EMPLOYERS WITHIN THE CAB INDUSTRY FOR WHOM YOU HAVE
WORKED SINCE _____
INCLUDING DATES OF EMPLOYMENT.

ARE YOU PRESENTLY EMPLOYED OTHER THAN IN THE TAXI CAB INDUSTRY? _____
NAME OF EMPLOYER _____

IS THE EMPLOYMENT FULL TIME OR PART TIME? _____

DO YOU INTEND TO WORK IN THE TAXI CAB INDUSTRY FULL TIME? _____

I acknowledge that I have read the terms and
conditions as set forth on the reverse side
of this application and agree to accept a
licence subject to these terms and conditions
and I hereby certify the above information to
be true to the best of my knowledge.

Commissioner For
Taking Oaths, Etc.

SIGNED _____
DATE: _____
DAY MONTH YEAR

2. I understand that the conditions on which you issue such licences are as set out below:

- (a) that the applicant has actually engaged in operating a taxicab full-time in the City as an owner or driver or dispatcher for a period of at least two years immediately prior to the date of consideration of the application by the Licence Committee.
- (b) that the applicant has not granted, assigned, conveyed, transferred or otherwise passed on by sale, lease, gift or otherwise the use or possession of any other licence issued to him under this By-law 79-323, as amended, Schedule 4 for a period of at least two consecutive years immediately prior to the date of consideration of the application by the Licence Committee.
- (c) that where an applicant is not the holder of a licence as a taxicab owner under this By-law 79-323, as amended, Schedule 4, a licence issued to the applicant shall not be approved for transfer or transferred for a period of at least five consecutive years from the date of the licence to the applicant.
- (d) that if the recipient of the licence is presently licensed as a cab owner, he not be permitted for five years to transfer any licence presently held by him until he has surrendered the new licence to the City. (See By-law 79-323, as amended, Section 4(22)).
- (e) that no licensee who is the holder of a licence as a taxicab owner shall enter into any written or oral agreement, directly or indirectly, permitting or acquiescing in the operation of the taxicab for which the licence was issued, by any other person
- (f) that he must provide a suitable vehicle with the necessary equipment for the taxi industry, plus proof of insurance coverage, within thirty days of the date of approval of the application.
- (g) that he file with the Committee a declaration setting out the financial arrangements pertaining to the purchase of the vehicle and equipment.
- (h) the licence shall remain the property of the Corporation of the City of Hamilton and if the recipient fails to abide by any of the aforementioned terms, the licence shall be revoked by the City.

NOTE:

In addition to the foregoing policy all individuals who are presently on the "priority list" (as well as any other individual) may apply for one of these licences but it shall remain the prerogative of the City of Hamilton Licence Committee to accept or not accept any of all of those on the "priority list". It should also be noted that the "priority list" will be used as an important criteria in the selection of the successful applicants.

APPLICATION FORMTAXICAB DRIVER

SURNAME:..... CHRISTIAN NAMES:.....

SOCIAL INSURANCE NUMBER:.....DATE OF BIRTH:.....

MARITAL STATUS.....NO. OF CHILDREN:..... PRESENT
TELEPHONE No:.....

DRIVERS LICENCE NUMBER..... CLASS:.....

DRIVERS LICENCE EXPIRY DATE:.....NUMBER OF POINTS LOST:.....

HISTORY OF RESIDENCE:

ADDRESS	TOWN OR CITY	PROVINCE/STATE	COUNTRY	DATE

NAME AND ADDRESS OF OWNER OR BROKER WITH WHOM YOU WILL BE ASSOCIATED:

HAVE YOU EVER BEEN CONVICTED OF A DRIVING OFFENCE: YES: _____ NO: _____
IF YES, EXPLAIN: _____HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE: YES: _____ NO: _____
IF YES, EXPLAIN: _____HAVE YOU HAD AN ACCIDENT IN LAST THREE YEARS: YES: _____ NO: _____
IF YES, EXPLAIN: _____HISTORY OF EMPLOYMENT:

EMPLOYER	ADDRESS	TYPE OF WORK	FROM MONTH-YEAR	TO MONTH-YEAR

****INCORRECT OR OMITTED INFORMATION RENDERS THIS APPLICATION VOID****

I certify the above information to be true to the best of my knowledge

DATE _____ SIGNATURE OF APPLICANT: _____

SIGNATURE OF OWNER: _____ PLATE NO: _____

SIGNATURE OF BROKER: _____

To

By-law No.

FORM 3

E. A. SIMPSON
CITY CLERKK. E. AVERY
DEPUTY CITY CLERKCITY HALL
HAMILTON, ONTARIO
LSN 374

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

TRANSFER OF TAXI CAB PLATES

IN THE MATTER OF THE TRANSFER OF TAXICAB PLATE NUMBER _____ FROM
_____ TO _____

I, _____, THE PRESENT OWNER OF TAXICAB PLATE
NUMBER _____, HEREBY AGREE TO SELL SAID PLATE TO _____

I, _____, THE PURCHASER OF TAXICAB PLATE
NUMBER _____, DO SOLEMNLY SWEAR THAT THE TOTAL CONSIDERATION IS
AS FOLLOWS:

GOODWILL		
CAR		
METER		
RADIO		
ROOF SIGN	MAKE	YEAR
TOTAL		

SWORN BEFORE ME AT THE CITY OF
HAMILTON, REGIONAL-MUNICIPALITY
OF HAMILTON-WENTWORTH

THIS _____ DAY _____ MONTH _____ YEAR

.....
(A COMMISSIONER, ETC.)

The Corporation of the City of Hamilton

BY-LAW NO. 88-136

LIMITED INTEREST AGREEMENT

THIS AGREEMENT made on the day of
19 .

B E T W E E N:

Hereinafter called the "PLATE OWNER"
of the First Part

- and -

Hereinafter called the "PLATE USER"
of the Second Part

1. WHEREAS THE PLATE OWNER holds a taxi-cab licence but has ceased owning a taxi-cab respecting which the licence was issued;
2. AND WHEREAS THE PLATE USER is the owner of a taxi-cab but is not the holder of a licence respecting a taxi-cab;
3. AND WHEREAS THE PLATE OWNER and the PLATE USER intend herein to enter into this Agreement (hereinafter referred to as a "limited interest agreement") wherein a licence is transferred temporarily by the PLATE OWNER to the PLATE USER.
4. NOW THEREFORE THIS AGREEMENT WITNESSETH in consideration of the mutual covenants and an agreement hereinafter contained, the PARTIES hereto mutually covenant and agree as follows:

A. PLATE OWNER'S COVENANTS AND AGREEMENTS:

1. An interest in City of Hamilton taxi-cab licence hereinafter referred to is hereby transferred to the PLATE USER for a period commencing on the _____ day of _____, 19____, and ending on the _____ day of _____, 19____.
2. My full and correct name and business address is _____.
3. The City of Hamilton taxi-cab licence number and year of issue is _____.
4. The date on which the licence, which is the subject of this Agreement was issued _____.

5. Full particulars of all consideration given by me, whether in money or in any other kind, direct or indirect, including fees and/or rental _____

_____.
.
6. List of all services, rights or other considerations, given by me to the PLATE USER _____

_____.
.
7. Full particulars of my responsibility for the maintenance, repairs, gas and oil for the taxi-cab _____

_____.
.
8. Full particulars as to where and how the maintenance, repairs or purchases are to be made and the payments therefor _____

_____.
.
9. Where the PLATE USER transfers or purports to transfer the limited interest in this Agreement, this Agreement is hereby terminated on the date of the transfer or purported transfer or on the following date _____
_____.

B. PLATE USER'S COVENANTS AND AGREEMENTS.

1. The interest in the City of Hamilton taxi-cab licence hereinbefore referred to and transferred to me by the PLATE OWNER is hereby accepted by me without reservation for a period commencing on the _____ day of _____, 19____.
2. My full and correct name and business address is _____
_____.
_____.
3. The make, model, serial number, year and full description of all equipment which is used with the taxi-cab and serial number and year of the equipment, are _____

_____.
_____.

4. The motor vehicle permit plate number for the taxi-cab owned by me, issued under THE HIGHWAY TRAFFIC ACT is _____.
5. I am the sole owner in my own right of the taxi-cab respecting which the PLATE OWNER is transferring to me a limited interest in his licence.
6. Full particulars of all consideration given by me, whether in money or in kind, direct or indirect, including fees and/or rental _____

_____.
7. Breakdown of all other amounts given by me to the PLATE OWNER _____

_____.
8. Full particulars of my responsibility for the maintenance, repairs, gas and oil for the taxi-cab _____

_____.
9. Full particulars as to where and how the maintenance, repairs or purchases are to be made and payments therefor _____

_____.
10. I will take out, before using the taxi-cab, insurance in accordance with regulation 3 of section 13 of Schedule 4 of By-law No. 79-323.
11. Upon any transfer or purported transfer, directly or indirectly, the limited interest in this Agreement, this Agreement shall be terminated on the date of the transfer or purported transfer or on the date, if any, fixed by the PLATE OWNER.

C. OTHER TERMS AND CONDITIONS by the Parties hereto set out in SCHEDULE "A" to this AGREEMENT not contrary to By-law No. 79-323.

D. PLATE OWNER'S AND PLATE USER'S JOINT COVENANTS
AND AGREEMENTS:

1. The Agreement herein shall be for a period commencing on the _____ day of _____, 19____ and ending on the _____ day of _____, 19____.
2. This Agreement is made on the following basis -- daily, weekly, monthly, yearly or _____.
3. This Agreement comes into force on the _____ day of _____, 19____.
4. This Agreement shall be deemed to be executed by both Parties hereto and Witnessed on the _____ day of _____, 19____.

IN WITNESS WHEREOF the Parties hereto have affixed their hands and seals

THIS _____ day of _____, 19____.

Witness

PLATE OWNER

Witness

PLATE USER

Note: If insufficient space, please enumerate provision on reverse side of page on which the provision appears and use or add pages and initial and date.

Schedule "E"
To
By-law No.
FORM 5

IT IS MANDATORY TO COMPLETE ALL BUT THE SHADED AREAS

Date _____ Driver _____

IN		OUT	
_____	_____	_____	_____
_____	_____	_____	_____

Co. No. _____

Units	_____
Extra	_____
Hourly	_____
Stomach	_____
Misc.	_____
Total	_____

TOTAL SALES

Com. %	_____
Get. %	_____
OS	_____
Misc.	_____
Charge	_____
Total Exp.	_____

No.	Part.	Part.	Part.	Part.
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DRIVER'S SIGNATURE

EQUIPMENT FAULTS : BRAKES ☐ STEERING ☐ LIGHTS ☐ EXHAUST SYSTEM ☐
RADIO ☐ METER ☐
CLEANLINESS AND DAMAGE : INTERIOR ☐ EXTERIOR ☐
CHECK : OIL ☐ TRANSMISSION FLUID ☐

SCHEDULE 4a

LIVERY VEHICLES

1. In this Schedule,

(a) "City" means the City of Hamilton;

(b) "driver's licence" means a licence issued to a livery vehicle driver under this Schedule, and "licensed driver" has a corresponding meaning;

(c) "livery vehicle" means a vehicle for hire for the transportation of passengers, at a flat rate by agreement, that does not contain a taxi-meter;

(d) "livery vehicle driver" means a person who is licensed under this Schedule to drive a livery vehicle;

(e) "livery vehicle owner" means a person who is the owner of a livery vehicle;

(f) "owner" includes the owner of a vehicle or a purchaser of a vehicle, under contract, agreement, understanding or arrangement;

(g) "owner's licence" means a licence taken out by a vehicle owner authorizing the use of the vehicle as a livery vehicle.

PART 1

Administration

2.(1)(a) Every person who is and carries on business as;

(i) a livery vehicle owner, or

(ii) a livery vehicle driver

shall obtain from the City a licence authorizing that person to carry on or engage in the trade, calling or business of conveying passengers for hire in a livery vehicle.

(b) Subsection (1)(a)(ii) shall not apply to a livery vehicle driver who holds a current and valid taxi-cab driver's licence duly issued by the City.

(2) No person required to obtain a licence under Subsection (1) shall carry on or engage in the trade, calling or business of conveying passengers for hire in a livery vehicle without a licence.

(3) Where a person is required to obtain a licence under Subsection (1),

(a) a separate licence certificate shall be issued for each licence applied for; and

(b) a separate licence certificate shall be issued for each livery vehicle.

(4) Every licence certificate issued to a livery vehicle owner shall clearly identify,

(a) the one vehicle in respect of which the licence was issued;

(b) the class of livery vehicle licence in respect of which the licence certificate was issued;

(c) the term of the licence, including its expiry date.

(5) Every licence certificate issued to a livery vehicle driver shall clearly identify the term of the licence, including its expiry date.

3.(1) Every vehicle licensed under this section shall be operational and functional within 30 days of the issuance of the licence.

(2) No livery vehicle shall display a roof sign bearing the words "taxi-cab", "taxi", or "cab".

4.(1) Every licence issued to a livery vehicle owner or a livery vehicle driver shall entitle the licensee to carry on only such class of livery vehicle operation as specified on the licence.

(2) No livery vehicle owner or livery vehicle driver shall engage in any class of livery vehicle operation for which a licence has not been granted.

(3) The classes of livery vehicle operations shall be as follows:

(a) Class A: Transportation by Limousine

(b) Class B: Transportation of the Disabled at a Subsidized Rate

(4) No livery vehicle owner or livery vehicle driver shall hold more than one class of livery vehicle licence in respect of any livery vehicle.

(5) No livery vehicle licence of any class shall be transferable.

5.(1)(a) A Class A livery vehicle licence shall be issued to an applicant for a livery vehicle owner's licence where,

(i) the livery vehicle seats not less than 6 and not more than 9 passengers, including the driver; and

(ii) the livery vehicle has a wheel base of not less than 110 inches;

(b) Every livery vehicle owner and every livery vehicle driver licensed to operate a Class A livery vehicle shall charge a fare of not less than,

(i) \$60.00 for every hour or part thereof; or

(ii) \$110.00 per diem.

(2) A Class B livery vehicle licence shall be issued to an applicant for a livery vehicle owner or a livery vehicle driver licence, where:

(a) the vehicle operation is restricted to the conveyance of passengers, who are physically unable to climb or descend steps used on conventional public transit facilities or walk a distance of 175 metres; and

(b) the passengers pay a fare less than or equal to the cash fare charged for bus service by the Hamilton Street Railway Company, as it may be set from time to time, for travel within the boundaries of the City, or to a point not more than 5 kilometres beyond its limits. (91-106)

6.(1) Every applicant for an owner's licence or a renewal thereof and every applicant for a driver's licence or a renewal thereof, except where the applicant is the holder of a current and valid licence issued to a taxi-cab driver under Schedule 4, shall attend at the office of the Issuer of Licences and make and file an application in person and not by an agent or representative. (89-316)

(2) Where a livery vehicle is owned by,

(a) a partnership, a partner shall attend for the purpose of subsection (3);

(b) a limited company, the chief operating officer of the company shall attend for the purpose of subsection (3).

(3) Every applicant who is a livery vehicle owner shall fully complete an application on the standard licence application form for the City of Hamilton.

(4) Except where the applicant is the holder of a current licence issued to a taxi-cab driver under Schedule 4, every applicant who is a livery vehicle driver shall fully complete an application in FORM 2 annexed hereto as Schedule "A". (89-316)

(5) Every applicant for licence as a livery vehicle driver shall, in addition to other information required under this by-law, with his application and renewal of application, provide for inspection by the Issuer of Licences, a Class "G" licence issued under The Highway Traffic Act.

(6) Every application for renewal of a Class A livery vehicle owner's licence shall be accompanied by a completed trip record, as required under regulation 19 of Section 12, for the current year during which the livery vehicle licence is in full force and effect.

(7) Failure to comply with the requirements of subsection (6) may cause the application for renewal to be denied.

7.(1) Except where the applicant is the holder of a current licence issued to a taxi-cab driver under Schedule 4, every applicant for a driver's licence shall, before a licence is issued, undertake and successfully complete one or more written tests pertaining to his or her knowledge of,

(89-316)

(a) the operation of the livery vehicle, and of the City of Hamilton Licensing Code, By-law No. 79-323, as amended, as it relates to taxi-cabs and livery vehicles;

(b) the laws and regulations pertaining to traffic and motor vehicles;

(c) the relationship between taxi-cab drivers and livery vehicle drivers with respect to passengers including duties, behaviours, appearance, decorum;

(d) the use of the equipment part of taxi-cabs including two-way radio, taxi-meter, roof lights;

(e) the use of trip sheets, making damage reports and record keeping; and

(f) the location of streets, public buildings, hospitals, transportation terminals, points of interest and use of street guides.

(2) Notwithstanding any other provision of this Schedule, no licence shall be issued to an applicant unless;

(a) the applicant achieves not less than 70% on each test required to be undertaken; and

(b) the applicant has a photo identification taken by the City.

8.(1) Before a licence is issued, the livery vehicle owner or livery vehicle driver shall, if required by the City, provide a medical certificate in a form supplied by the City signed by a duly qualified medical practitioner in the Province of Ontario, certifying that the owner or driver of the livery vehicle is physically and mentally fit to drive a livery vehicle.

(2) Every livery vehicle owner and every livery vehicle driver shall provide a certificate of the Medical Officer of Health for The Regional Municipality of Hamilton-Wentworth, as to the health of the owner or driver from time to time as the City may require by notice in writing delivered by first class mail to the owner or driver at his business address or place of residence.

9. Every livery vehicle owner and every livery vehicle driver shall be at least eighteen years of age.

10. Every livery vehicle owner and every livery vehicle driver shall notify the Issuer of Licences within 7 days of a change of address and produce his or her licence for the changes of address to be entered.

11. No licensee who is the holder of a licence as a livery vehicle owner shall enter into any written agreement or oral agreement, directly or indirectly, permitting or acquiescing in the operation of the livery vehicle for which the licence was issued, by any other person who is not a licensed livery vehicle driver.

PART 2

Livery Vehicle Owners

12.(1) Every livery vehicle owner shall comply with the following regulations:

1. Before acting as a driver of a livery vehicle owned by him,

(a) comply with all the requirements for the issuance of a livery vehicle driver's licence except payment of a licence fee for a driver's licence; and

(b) obtain the approval of the Licence Committee.

2. Before issuance of an owner's licence provide the City, in writing, with the following information in respect of every vehicle to be used as a livery vehicle,

(a) clear identification of the vehicle, including the make and serial number,

(b) certificate of ownership,

(c) certificate of insurance,

(d) Safety Standard Certificate as issued by the Ministry of Transportation, and

(e) such other particulars as the City may request.

3. For each livery vehicle for which the owner holds a licence, and before use of the livery vehicle,

(a) obtain a policy of insurance in respect of the livery vehicle in an amount not less than \$500,000, exclusive of interest and costs, against loss or damage resulting from bodily injury to or death of one or more persons or from loss or damage to property resulting from any one accident;

(b) provide a special endorsement to the policy of insurance referred to in clause (a), for passenger hazard in an amount not less than \$500,000, exclusive of interest and costs;

(c) cause to be endorsed on the policy of insurance referred to in clause (a), that the City shall be given at least ten days prior notice of any cancellation, expiration or change in the amount of the insurance or in terms of the policy; and

(d) deposit a certified true copy of the policy of insurance and all endorsements with the City.

4. Maintain the policy of insurance, referred to in regulation 3 of this section, in force and effect during the entire period for which the licence is issued and in force and effect.

5. Use or permit to be used a livery vehicle only where prior to its use;

(a) the owner has produced a registration issued under The Highway Traffic Act, in respect of the class of motor vehicle to be used as a livery vehicle;

(b) the City has been informed of any changes in the motor vehicle registration; and

(c) the owner has submitted the motor vehicle to the City for approval and has obtained authorization for the vehicle to be used.

6. Subject to The Highway Traffic Act, not use or permit to be used any livery vehicle that does not have affixed to the vehicle;

(a) a City of Hamilton licence plate having an identity number and clear indication that the livery vehicle is licensed for use in the livery business as a livery vehicle; or

(b) a duplicate licence plate, as may be supplied by the City at the expense of the owner of a livery vehicle where the original licence plate has been lost, defaced or destroyed.

7. Affix to the back of each livery vehicle in a manner and in a position approved by the City any livery vehicle licence plate issued by the City and maintain the licence plate only in the approved position during the period for which the licence is in force and effect.

8. Cause a livery vehicle to be submitted for inspections from time to time by such person and at such times and places as the City may designate.

9. Make such improvements or repairs to the livery vehicle, its equipment or any component thereof as may be required by the City and within such time period specified by the City, to such standards as may be approved by the Licence Committee.

10. Immediately check for mechanical defects in the livery vehicle reported by a driver.

11. Not operate or permit to be operated as a livery vehicle any vehicle not in good mechanical condition.

12. Not operate or permit to be operated as a livery vehicle any vehicle unless a Motor Vehicle Safety Certificate on a form and in a manner approved by the Province of Ontario has been filed with the City in a manner and frequency approved by the Licence Committee.

13. Not employ or permit any person other than a licensed livery vehicle driver or licensed taxi-cab driver employed by the livery vehicle owner to operate his or her livery vehicle.

14. Not use the livery vehicle for the separate carrying of parcels, letters, documents, goods or chattels.

15. Provide to the Licensing Administrator at the time that the licence is issued, a Schedule of Fees to be charged in respect of the use of the vehicle and its driver.

16. Charge fees for the use of the vehicle and its driver in accordance with the Schedule of Fees referred to in regulation 15 above.

17. Ensure that a licensed livery vehicle driver operating the owner's livery vehicle charges fees in accordance with the Schedule of Fees referred to in regulation 15 above.

18. Notify the Licensing Administrator in writing of any proposed change in the Fee Schedule prior to invoking such change.

19. Maintain a trip record on FORM 5 hereto annexed as Schedule "B" or on any reasonable facsimile thereof, which shall be kept in the licensed livery vehicle at all times and prepared immediately upon conclusion of every trip and which shall contain the following information:

(a) the name and address of the person hiring the livery vehicle;

(b) the time of the commencement of the trip and the time of the conclusion of the trip;

(c) the address of the place of origin of the trip and the address of the place of final discharge of the passengers at the conclusion of the trip; and

(d) the fee charged.

20. Ensure that a driver operating the owner's vehicle maintains a trip record as required by regulation 19 above.

21. Keep all trip records referred to in regulation 19 above, for a period of at least twelve months.

22. Permit any person authorized to enforce this by-law to inspect any and all trip records on the premises or to remove any and all trip records from the premises for the purpose of inspection.

(2) Regulations 15 to 22 of Subsection (1) shall not apply to a livery vehicle owner holding a Class B licence in respect of the livery vehicle.

13.(1) Every livery vehicle driver shall comply with the following regulations:

1. Not drive a livery vehicle unless a valid livery vehicle driver's licence has been issued to him or her.

2. Operate a livery vehicle only if the livery vehicle is,

(a) in clean condition as to its interior and exterior;

(b) in good repair as to its interior and exterior;

(c) dry as to its interior;

(d) free from mechanical defects;

(e) in fit condition for the purpose for which the vehicle is used; and

(f) in safe driving condition.

3. Examine the livery vehicle for any defects immediately before the livery vehicle is to be driven.

4. Not drive a livery vehicle unless the livery vehicle plate issued by the City is affixed as required by this Schedule, to the livery vehicle for which it was issued.

5. Carry his or her livery vehicle driver's licence with him or her at all times while operating the livery vehicle.

6. Immediately produce for inspection, the livery vehicle driver's licence and the Province of Ontario driver's licence, upon request to do so by a licence inspector or police officer.

7. Not drive a livery vehicle with luggage or other material piled or placed in a manner that obstructs the view of the livery vehicle driver.

8. Not carry in a livery vehicle used for hire a greater number of occupants or persons than the manufacturer's rated seating capacity for that vehicle, inclusive of driver.

9. Affix and maintain affixed when driving a livery vehicle, a photo identity card in a place in the livery vehicle approved by the Licence Committee in such a manner that the photograph and name are plainly visible and readable by a passenger in the back seat.

10. Not drive a livery vehicle unless the City's current livery vehicle licence number is displayed as required by this Schedule.

11. Not make repairs to the livery vehicle while upon a public street unless the repairs are immediately required to render the livery vehicle operable.

12. While in charge of a livery vehicle,

(a) maintain his person in a neat and clean appearance; and

(b) be civil, well-behaved and polite in manner.

13. Immediately upon termination of any hiring or other engagement of the livery vehicle,

(a) search the livery vehicle for any property lost or left therein; and

(b) deliver any lost or left property over to the owner of same; or

(c) where the owner cannot be found, deliver the lost or left property to the licence authority along with any and all relevant information concerning the property.

14. Not permit, while in charge of a livery vehicle, any person other than the owner or an employee of the owner of the livery vehicle to drive the livery vehicle.

15. Immediately report to the owner of the livery vehicle,

(a) any defect of which the livery vehicle driver is or becomes aware;

(b) any accident in which the livery vehicle driver was involved while operating the livery vehicle;

(c) any enforcement tickets or summons issued to the livery vehicle driver by an enforcement officer for violations occurring while operating the livery vehicle.

(2) In addition to the regulations in Subsection (1), every Class A livery vehicle driver shall comply with the following regulations:

1. Charge fees in accordance with the schedule of Fees provided to the Licence Committee by the owner of the livery vehicle under regulation 15 of Section 12.
2. Maintain a trip record in accordance with regulation 19 of Section 12.
14. No person, including the driver, shall smoke a cigarette, cigar, pipe or any tobacco-using devices without the consent of the occupants of the livery vehicle.
15. No owner, driver or other person shall use or cause to be used or arrange for the use of, directly, indirectly at any time by agreement or understanding or otherwise a livery vehicle in substitution for a taxi-cab.

PART 3

Licence Fees

16. The amount of licence fee for a licence granted under this Schedule shall be as follows:

1. For a livery vehicle owner's licence Class A or B \$193.00;
 2. For renewal of a livery vehicle owner's licence, Class A or B \$193.00;
 3. For a livery vehicle driver's licence \$ 28.00;
 4. For renewal of a livery vehicle driver's licence \$ 28.00.
17. Schedules A and B annexed hereto are included in and form part of this Schedule.

By-law No.
FORM 2
APPLICATION FORM
LIVERY DRIVER

SURNAME:..... CHRISTIAN NAMES:.....
SOCIAL INSURANCE NUMBER:.....DATE OF BIRTH.....
PRESENT
MARITAL STATUS.....NO. OF CHILDREN:..... TELEPHONE No:.....
DRIVERS LICENCE NUMBER..... CLASS:.....
DRIVERS LICENCE EXPIRY DATE:.....NUMBER OF POINTS LOST:.....

HISTORY OF RESIDENCE:

ADDRESS	TOWN OR CITY	PROVINCE/STATE	COUNTRY	DATE

NAME AND ADDRESS OF OWNER OR BROKER WITH WHOM YOU WILL BE ASSOCIATED:

HAVE YOU EVER BEEN CONVICTED OF A DRIVING OFFENCE: YES: _____ NO: _____
IF YES, EXPLAIN: _____

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE: YES: _____ NO: _____
IF YES, EXPLAIN: _____

HAVE YOU HAD AN ACCIDENT IN LAST THREE YEARS: YES: _____ NO: _____
IF YES, EXPLAIN: _____

HISTORY OF EMPLOYMENT:

EMPLOYER	ADDRESS	TYPE OF WORK	FROM MONTH-YEAR	TO MONTH-YEAR

****INCORRECT OR OMITTED INFORMATION RENDERS THIS APPLICATION VOID****

I certify the above information to be true to the best of my knowledge

DATE _____ SIGNATURE OF APPLICANT: _____

SIGNATURE OF OWNER: _____ PLATE NO: _____

SIGNATURE OF BROKER: _____

Schedule "B"

To

By-law No.

FORM 5

IT IS MANDATORY TO COMPLETE ALL BUT THE SHADED AREAS

Date		Driver		Cab No.	
IN		OUT		TOTAL SALES	
Time	Units	Time	Units	Com. %	Col. %
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TOTAL					

DRIVER'S SIGNATURE

EQUIPMENT FAULTS : BRAKES ☐ STEERING ☐ LIGHTS ☐ EXHAUST SYSTEM ☐
 RADIO ☐ METER ☐
 CLEANLINESS AND DAMAGE : INTERIOR ☐ EXTERIOR ☐
 CHECK : OIL ☐ TRANSMISSION FLUID ☐



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

MEMO TO: Mr. J. Thompson, Secretary
FINANCE AND ADMINISTRATION COMMITTEE

COPIES TO: Mr. G. Macaluso
Managing Director/CEO, H.E.C.F.I.

Mr. J. Leuser, Director
Finance and Administration, H.E.C.F.I.

Mr. A. Ross, City Treasurer

21.

FROM: Patricia Bennett, Secretary
H.E.C.F.I. Board of Directors

MAY 28 1992

DATE: May 27, 1992

SUBJECT: HAMILTON ARENA/TRADE CENTRE FOUNDATION INC.

RECOMMENDATION:

THAT THE CITY'S FINANCE AND ADMINISTRATION COMMITTEE BE REQUESTED TO CONSIDER THE DISSOLUTION OF THE HAMILTON ARENA/TRADE CENTRE FOUNDATION INC.

BACKGROUND:

- The H.E.C.F.I. Board of Directors approved the foregoing motion at its Regular Meeting held May 22, 1992.
- The Hamilton Arena/Trade Centre Foundation, Inc. was established by City Council as a fund raising vehicle prior to the formation of H.E.C.F.I.
- A summary of receipts and disbursements by the Foundation is:

Receipts:

Private Donations	\$27,596.45
Donation by H.E.C.F.I. of Net Profit From N.H.L. Oldtimers' Game of November 30, 1985	<u>\$ 5,516.65</u>

\$33,113.10

Disbursements:

Fund Raising Costs

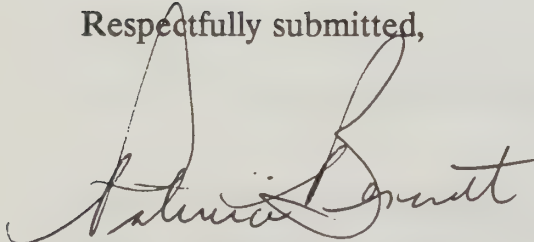
\$ 4,972.72

Net Receipts Transferred to
The Corporation of the City
of Hamilton to Assist With
Financing Initial Equipment
Purchases and the Construction
of Copps Coliseum

Total: \$28,140.38

- Management anticipates no future uses for this Foundation and as a result is proposing that it be dissolved. By dissolving this Foundation, the Treasury Department of the City of Hamilton Would no longer be required to file with Revenue Canada an annual Information Return. The Acting City Treasurer concurred with the recommendation to dissolve the Foundation.
- It should be noted that the Hamilton Performing Arts Foundation Inc. is maintained by H.E.C.F.I. for the purposes of fund raising and awarding scholarships.

Respectfully submitted,



Patricia Bennett
Legislative Assistant

HAMILTON PUBLIC LIBRARY BOARD

- RECOMMENDATION -

22

DATE: 1992 June 8

JUN 9 1992

REPORT TO: Alderman Don Ross, Chairman, Finance & Administration Committee

c.c. Judith McAnanama, Chief Executive Officer

FROM: John Syko, Chairman, Hamilton Public Library Board

SUBJECT: PICTON LIBRARY LEASE

RECOMMENDATION:

That approval be given to the Hamilton Public Library Board to enter into a new lease for a five year term with De Marchi Construction Ltd. for premises to be used as a branch library located at 502 James Street North, Hamilton subject to approval of the Ontario Municipal Board.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The lease will contain the same conditions as the original lease entered into in 1978 except for the lease rates which are within the approved budget.

BACKGROUND:

The Hamilton Public Library Board first entered into a lease with De Marchi Construction Ltd. in August 1978 to acquire the premises at 502 James Street South for use as a branch library. The current lease expires August 31st, 1992 and the Hamilton Public Library Board has passed a resolution to enter into a lease with De Marchi Construction Ltd. for a further five years with an option to renew for a further five year period.

JS.

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HAMILTON PUBLIC LIBRARY
RECOMMENDATION

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RED	25078	ROU
X. RED	25079	ROU

**ACCO CANADA INC.
WILLOWDALE, ONTARIO**



HAMILTON PUBLIC LIBRARY



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